

Accessing Student Records Online

1. Go to the front page of our website at www.glenoaks.edu and click on Oak Trails/WebAdvisor.
2. Click on Log In
3. Enter your user ID, which is your first initial, middle initial and last name. (Example: Jane Susan Doe = jsdoe)
4. Enter your password. If this is your first time, your initial password will be the last 4 digits of your Social Security number. Click on SUBMIT. You will be asked to enter your user ID again and to set up a new password of 6-9 characters using both letters and numbers.

NOTE: If you experience problems, you can select "What's my User ID" or "What's my Password" on the student menu to have them sent to you electronically. You can also contact the Registration/Records Office for assistance or to have your password reset.

5. Click on STUDENTS to access the student menu.
6. Select the information you want to view from the menu.
7. When finished, click on LOG OUT to exit Oak Trails/WebAdvisor.