

How to View Your Class List

1. Using Internet Explorer (IE) version 5 or higher as your web browser, open the Patriot Web Self Service site: <https://patriotweb.gmu.edu>.
2. Select the **Login** button in the center of the page.
3. Log in using your User ID (G-number) and six-digit PIN (Personal Identification Number). If you do not know your G-number or PIN, follow the instructions on the login page for help.

NOTE: The first time you log in, you will be required to change your PIN and then to enter a security question and answer. This question will display when you select the **Forgot PIN?** button on the login page, and your answer must precisely match the stored

4. From the Main Menu, select **Faculty and Advisor Services**.
5. From the Faculty and Advisor Services menu, select **Term Selection**.
6. Select the desired term from the drop-down list, then select **Submit Term**.
7. From the Faculty and Advisor Services menu, select **CRN Selection**.
8. If you are the instructor, select the course you wish to work with from the drop-down list, then select **Submit CRN**. If you are an advisor, Select **Enter CRN Directly** at the bottom of the page, then enter the 5-digit CRN and select **Submit**.

NOTE: If you are an assigned instructor and your course does not appear in the drop-down list, please contact your departmental scheduling coordinator. Until the issue is resolved, you may follow the advisor instructions to enter the CRN directly for view-only access.

9. From the Faculty and Advisor Services menu, select **Summary Class List**. The roster will display in alphabetic order.
10. Use the scroll bar on the far right of the screen to view the complete list of students.
11. If you wish to view the class list of a different course, select **CRN Selection** at the bottom of the page and repeat from step 8.
12. If you wish to view other services, select **Return to Menu** in the upper right corner of the page.
13. When you are done using Patriot Web, select **Exit** in the upper right corner of the page. You should also close Internet Explorer to ensure security.