

SIU School of Medicine

Student Information System

Student User Guide

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1. Introduction

The website for accessing Student Information System at SIUSOM is:

<https://student.siumed.edu/fusebox.cfm>

The opening page of the website looks like this.

SIU SCHOOL of MEDICINE

Monday, October 07, 2019

Course Catalog

EMPOWER

Self-Service Login

Students and Faculty
If you have network login access, continue to your desired resource by clicking the "Continue" button.

Continue

Applicants
If you have received login information, continue to the application portal by submitting your username and password below.

Enter Username
username

Enter Password
password

Submit

If you have not received login information, click [here](#) to continue your application using your email address and PIN.

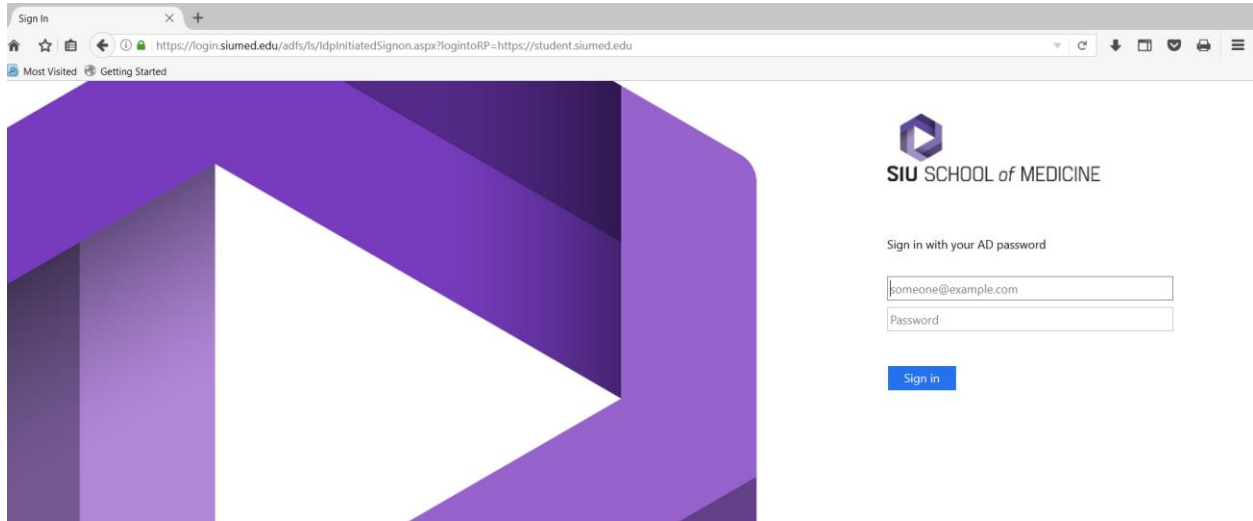
Three photographs showing students in a laboratory setting: one student working with a microscope, two students examining a specimen, and a group of students in a classroom or lab setting.

From here you can:

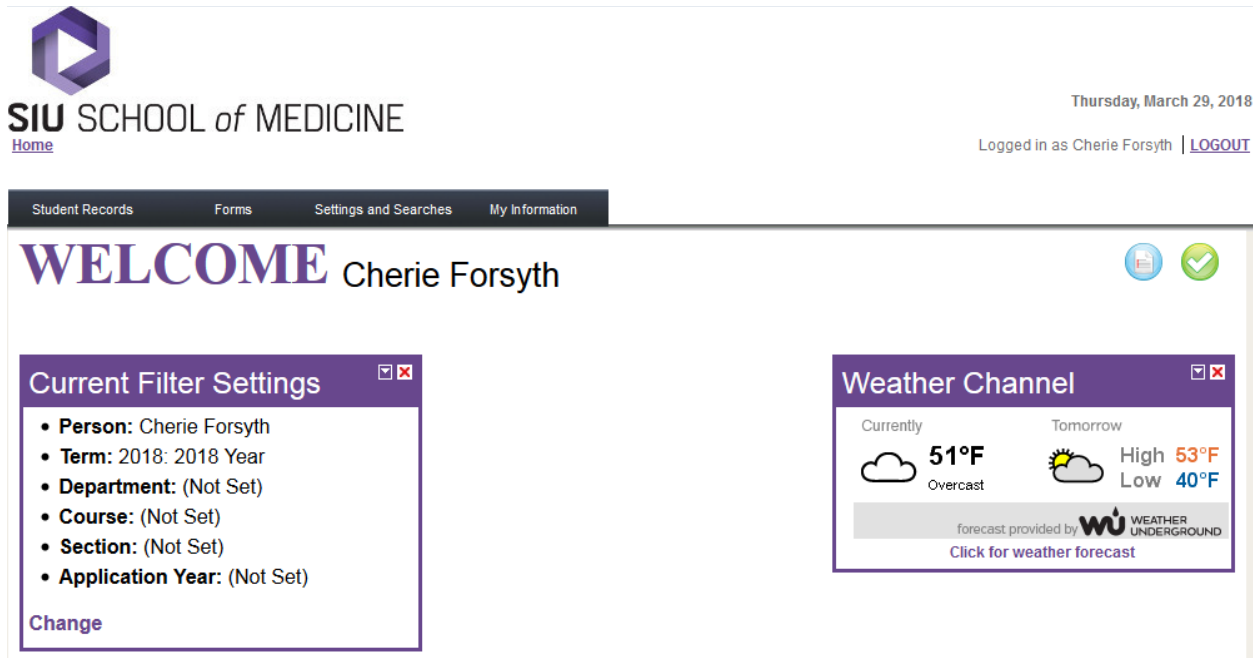
1. Login to your account using your SIUSOM email ID and password. (highlighted above)
2. See all the courses offered in a given semester using the **Course Catalog** tab
(Note: you do not have to login to see the list of courses)

2. Accessing your account (Must use SIUSOM Email ID and password)

Click on the “continue” (from screen print referenced on page 3), Enter your SIUSOM username and password in the textbox that appears, click on “Sign in”.



After you enter your password and are logged in, you will see a screen similar to this:



3. View and print your course schedule

Select **Student Records** then under **Schedule Information** heading, choose **Student Schedule**.

SIU SCHOOL of MEDICINE
Home

Thursday, March 29, 2018
Logged in as Cherie Forsyth | [LOGOUT](#)

Student Records | Forms | Settings and Searches | My Information

Schedule Information
Student Schedule

Degree Information
Degree Audit
Degree Audit Summary

Course Tools
Course Catalog Search
Clerkship Preferences
Elective Scheduling Request

Inquiries
SR Missing Documents Inquiry
Enrollment Summary

Current Filter Settings
Person: Cherie Forsyth

Currently Tomorrow

And here's what you will see:

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Home

Thursday, March 29, 2018
Logged in as Cherie Forsyth | [LOGOUT](#)

Student Records | Forms | Settings and Searches | My Information

Student Schedule

Change Current filter settings: **Person:** Cherie Forsyth **Term:** 2018: 2018 Year **Dept:** **Crse:** **Sect:** **App. Year:**

Student Schedule Summary

2018 School Year

Week Start	Week End	Start Date	Weeks Duration	Dept-Crse	Course Description/Title	Credits	Earned
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(Your courses will be listed here)

NOTE: If you have any questions or problems with your schedule, please contact the Year 3 & 4 Registrar in the Office of Education and Curriculum.

4. List of courses being offered for a semester

To obtain a list of courses being taught at SIU School of Medicine in a given term, select **Student Records>Course Catalog Search**



SIU SCHOOL of MEDICINE
[Home](#)

Thursday, March 29, 2018
 Logged in as Cherie Forsyth | [LOGOUT](#)

Student Records Forms Settings and Searches My Information


Course Catalog Search

Change Current filter settings: **Person:** Cherie Forsyth **Term:** 2018: 2018 Year **Dept:** **Crse:** **Sect:** **App. Year:**

Catalog (mandatory) *** **Department (optional)** ***

Be sure the Term is correctly. (i.e. Term 2018 = AY 2017-2018). You must select a **Catalog** (i.e. 2017-18). If you select only the catalog, this gives you a complete list of all classes taught by SIU.

Please note: This list will contain Extramural (OC)/Individually Designed Electives (IDE) which will contain no "Detail" information as these courses are not offered to every student.



SIU SCHOOL of MEDICINE
[Home](#)

Thursday, March 29, 2018
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Student Records Forms Settings and Searches My Information

Course Catalog Search

Change Current filter settings: **Person:** Cherie Forsyth **Term:** 2018: 2018 Year **Dept:** **Crse:** **Sect:** **App. Year:**

Catalog (mandatory) 2017-18 Catalog **Department (optional)** ***

Course Catalog Inquiry - 2017-18 Catalog

Department	Course	Label	Level	Type	Schedule
44	023	Adv Biomed Sciences	Detail Graduate Level	BasicScience	2018 Year
12	013	Anesthesiology-IDE	Detail Graduate Level	Traditional	2018 Year
12	023	Anesthesiology-IDE	Detail Graduate Level	Traditional	2018 Year
12	033	Anesthesiology-IDE	Detail Graduate Level	Traditional	2018 Year
12	043	Anesthesiology-IDE	Detail Graduate Level	Traditional	2018 Year
12	053	Anesthesiology-IDE	Detail Graduate Level	Traditional	2018 Year

Catalog information is also public, therefore it can be accessed without being signed into Empower.



SIU SCHOOL *of* MEDICINE

Course Catalog

EMPOWER

Self-Service Login

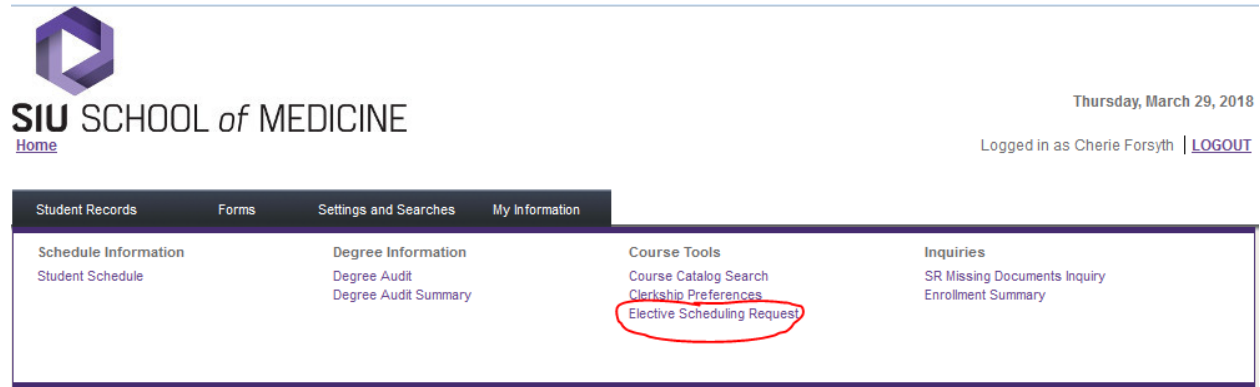
Students and Faculty

If you have network login access, continue to your desired resource by clicking the "Continue" button.

Continue

5. Student Self Registration Guide (applies to Year 4 Only)

Choose **Student Records > Elective Scheduling Request**

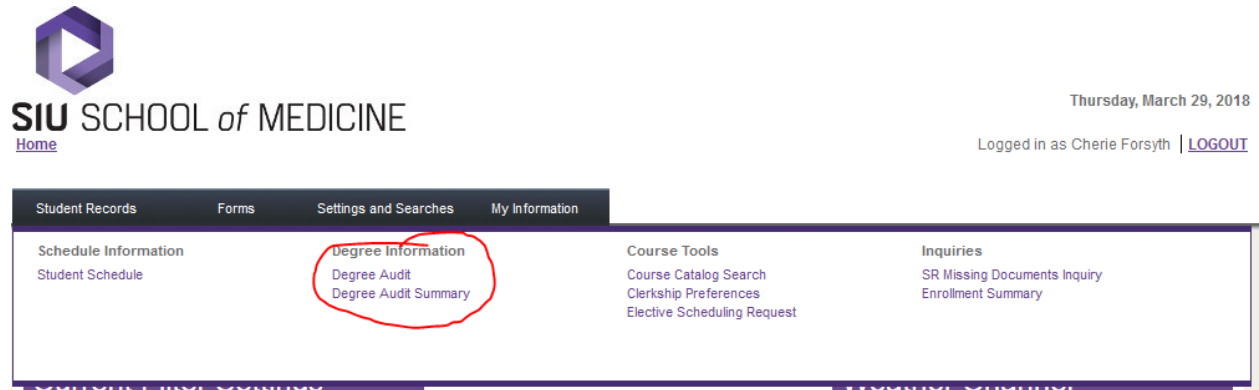


The screenshot shows the SIU School of Medicine website interface. At the top left is the SIU School of Medicine logo and name, with a 'Home' link below it. At the top right, the date 'Thursday, March 29, 2018' and the user login information 'Logged in as Cherie Forsyth | LOGOUT' are displayed. Below the header is a navigation menu with four main categories: 'Student Records', 'Forms', 'Settings and Searches', and 'My Information'. Under 'Student Records', there are four sub-menus: 'Schedule Information' (with 'Student Schedule' below it), 'Degree Information' (with 'Degree Audit' and 'Degree Audit Summary' below it), 'Course Tools' (with 'Course Catalog Search', 'Clerkship Preferences', and 'Elective Scheduling Request' below it), and 'Inquiries' (with 'SR Missing Documents Inquiry' and 'Enrollment Summary' below it). The 'Elective Scheduling Request' link is circled in red.

This will take you to the registration login screen. You will not be able to proceed unless there is active open registration. During open registration: Choose the Catalog from the drop down list and press Continue. A complete course list will populate and you may begin registering for courses.

6. Degree Audit

A degree audit allows you to see the courses you have taken and how they fulfill graduation requirements. You can access your degree audit by selecting, **Student Records**> >**Degree Audit/Degree Audit Summary**.



SIU SCHOOL of MEDICINE
Home

Thursday, March 29, 2018
Logged in as Cherie Forsyth | [LOGOUT](#)

Student Records Forms Settings and Searches My Information

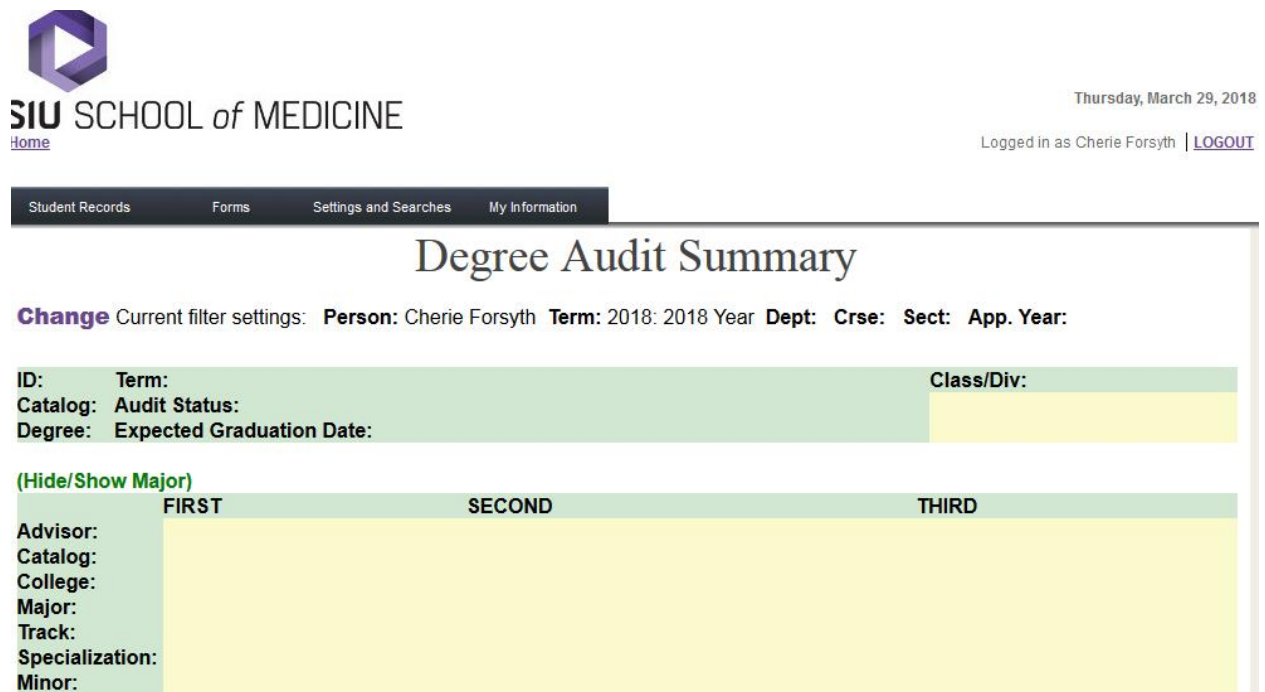
Schedule Information
Student Schedule

Degree Information
Degree Audit
Degree Audit Summary

Course Tools
Course Catalog Search
Clerkship Preferences
Elective Scheduling Request

Inquiries
SR Missing Documents Inquiry
Enrollment Summary

Click on **Degree Audit/Summary** button to view your degree audit. *Even though there is a printable version, please do not print this report as it will be 18 or more pages long!*



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Home

Thursday, March 29, 2018
Logged in as Cherie Forsyth | [LOGOUT](#)

Student Records Forms Settings and Searches My Information

Degree Audit Summary

Change Current filter settings: **Person:** Cherie Forsyth **Term:** 2018: 2018 Year **Dept:** **Crse:** **Sect:** **App. Year:**

ID:	Term:	Class/Div:
Catalog:	Audit Status:	
Degree:	Expected Graduation Date:	

(Hide/Show Major)

	FIRST	SECOND	THIRD
Advisor:			
Catalog:			
College:			
Major:			
Track:			
Specialization:			
Minor:			

Please note: The Degree Audit feature will always say a student is not meeting requirements. This is due to system limitations and our unique graduation requirements.