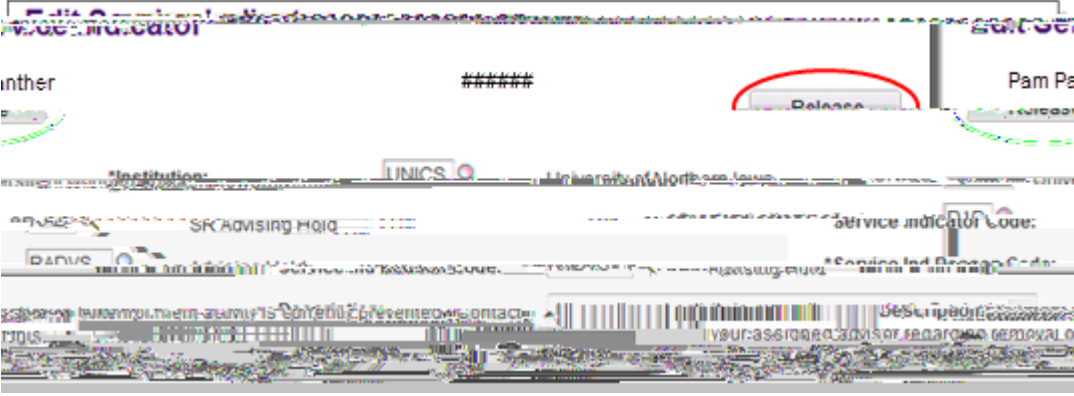
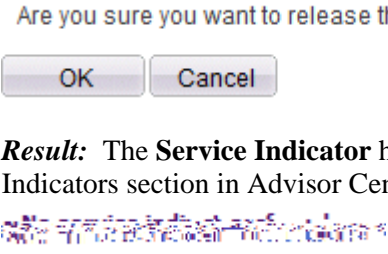
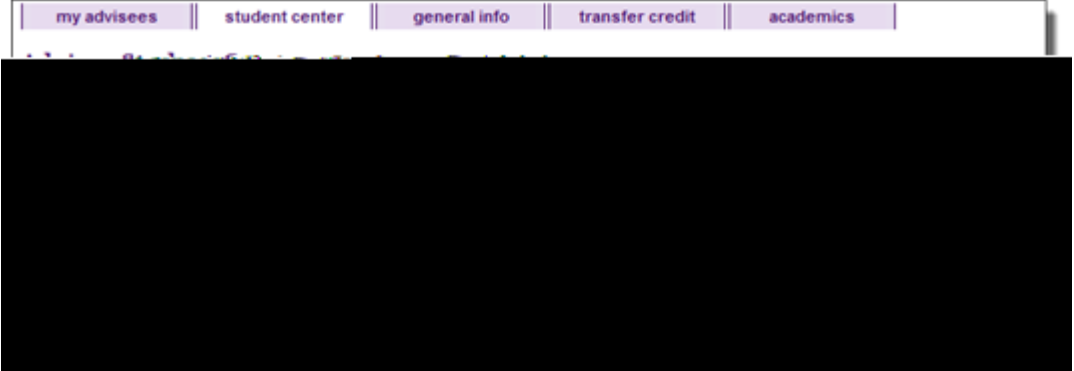


Job Aid – Removing a Service Indicator from a Student
Using Advisor Center

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Step	Action
5.	<p>Click the Release button.</p>  <p>The screenshot shows a web form with a 'Release' button highlighted by a red circle. The form includes fields for 'Institution' (UNICS), 'Service Indicator Code', and 'Advisor' (Pam Pa).</p>
6.	<p>At the confirmation prompt, click the OK button.</p> <p>Are you sure you want to release this Service Indicator?</p> <p><input type="button" value="OK"/> <input type="button" value="Cancel"/></p> <p>Result: The Service Indicator has been removed and no longer displays in the Service Indicators section in Advisor Center (general info tab)</p> 
7.	<p>In Advisor Center, view the student center tab. Notice the service indicator no longer displays as a “hold” to the student.</p> <p>6</p>  <p>The screenshot shows the navigation tabs at the top of the Advisor Center interface. The 'student center' tab is selected and highlighted in purple. Below the tabs, the main content area is obscured by a black redaction box.</p>