Search for a Student

Click the **Staff Functions** tab to search for a student. The student search tool **Select Student by Number, Name** allows you to search using the student’s ID (i.e., their UQ student number) and/or their name if you wish. You also have a variety of search operators available (i.e. begins with, contains, etc.) for a more flexible search.

Selecting a student here will then **allow you to see that student’s mySI-net pages**, showing you exactly the same view that a student has when he/she sign in.

You may initially see the mySI-net Welcome page, Task Wizard information and/or the Student Messages page. Click the **Continue…** link to proceed through these pages to view the student information.

The student mySI-net website has a similar navigation structure to the staff mySI-net website. Core student functions are grouped into tabs at the top of the page. Any outstanding tasks for that student are presented on the right hand side of the page: