



Using the Student Center: View Holds

The Student Center is a self-service page that provides students an entry to the HUB. Along with MyUB, it provides navigation to tools and information that are important to you. To reach the Student Center click the Student Center tab from MyUB. In this tutorial we will review how to view Holds (checkstops) from the Student Center.

Holds are an indicator on your student record that restrict services or communicate something to you. Holds are visible on the Student center page in the Holds Service Box (right margin of the page) and can be placed for a variety of reasons including:

- Unpaid tuition/fees
- Other charges
- Your advisor needs to speak with you

UB personnel may also refer to Holds as “Service Indicators” or “Checkstops”.

If you have a Hold on your account, you would see a details button under the list of holds on your account. Use the details button to access more information about the Hold and to learn how it can be resolved.

Once you hit the details link, you will then see information about why that hold was placed. Click on any Hold Item link to view more details on that specific hold, as well as contact information so you can resolve it.



Your Holds

Below is a list of current Holds on your records. To filter your list of Holds, change the options below and click Go.

View your Holds by

Institution

Term

Department

Item List	Hold Item	Amount	Institution	Start Term	End Term	Start D
Academic Advising For Reg		USD	University at Buffalo	Fall 2011	Fall 2011	07/06/2
Admissions Paperwork		USD	University at Buffalo	Fall 2011		08/26/2
Meningitis Waiver Incomplete		USD	University at Buffalo	Fall 2010		03/10/2

Your Holds

Hold Item

Academic Advising For Reg

Reason and Contact

Description: University at Buffalo
 Start Term: Fall 2011
 Start Date: 07/06/2011
 Reason: See An Academic Advisor UGRD
 Department: All Departments
 Contact:

Instructions

You must see your Academic Advisor prior to registration. See Advisings locations at <http://advising.buffalo.edu/directory/index.php> to find your program advisor.

To return to the Student Center home page, click on the Student Center link in the breadcrumb links at the top of the page.

