View Your Holds and To Do List

Holds

The Holds section displays restrictions that have been put on your record. These restrictions sometimes block university services (such as registration and official transcripts) until the hold is resolved. If you have a hold, a details link will appear.

1. On your WINGS Student Center Homepage, the Holds and the To Do List sections are listed in the right-hand column.

2. Click on details to find out more about the hold. Restrictions can be for a variety of reasons. The most common ones are advising holds and financial obligations. These restrictions may prevent you from registering or from obtaining an official transcript until you have cleared them up.
The details page displays basic information about the hold, including the day it was put on and the department or office that put on the hold.

### Your Holds

The following is a list of current Holds on your records. To filter your list of Holds, change the options on the following and select the Go button.

**View your Holds by**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Term</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Item List

<table>
<thead>
<tr>
<th>Hold Item</th>
<th>Amount</th>
<th>Institution</th>
<th>Start Term</th>
<th>End Term</th>
<th>Start Date</th>
<th>End Date</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advising-Block Enrollment</td>
<td>USD</td>
<td>UW-La Crosse</td>
<td>2021 Spring</td>
<td></td>
<td>08/27/2020</td>
<td></td>
<td>UW-La Crosse</td>
</tr>
<tr>
<td>Cashiers-Balance Due Severe</td>
<td>USD</td>
<td>UW-La Crosse</td>
<td>2020 Summer</td>
<td></td>
<td>06/15/2020</td>
<td></td>
<td>Budget &amp; Finance</td>
</tr>
</tbody>
</table>

3. Click on the name of the hold for instructions on how to get it removed.

### Your Holds

#### Hold Item

Stryker Eagle

**Advising-Block Enrollment**

**Reason and Contact**

- **Description**: UW-La Crosse
- **Start Term**: 2021 Spring
- **Start Date**: 08/27/2020
- **Reason**: Advising Required
- **Department**: UW-La Crosse

**Instructions**

Academic advising is required. Contact your academic advisor for an appointment.

[Return]
4. Return to your homepage by clicking the "Home" button at the top right of the screen.

**TO DO LIST (also called CHECKLIST)**

Your To Do List tracks actions you need to take to complete as part of your admission to UWL, financial obligations, and actions needed to qualify for financial aid. Failure to complete certain tasks can result in a hold being placed on your account until that task is completed.

5. Click on "more" to see more details.

6. Note the due date for when the task must be completed.
7. Click on the name of the **To Do** Item to find out what you have to do to complete the task. There will be a contact person to whom you should submit your paperwork or proof that you have completed the task.

**To Do List**

**To Do Item Detail**

Stryker Eagle

**Selected for Verification 2021**

<table>
<thead>
<tr>
<th>Aid Year</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contact</strong></td>
<td></td>
</tr>
<tr>
<td>UW-La Crosse</td>
<td></td>
</tr>
<tr>
<td><strong>Administrative Function</strong></td>
<td>Financial Aid</td>
</tr>
<tr>
<td><strong>Due Date</strong></td>
<td>01/10/2020</td>
</tr>
<tr>
<td>Financial Aid Office</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:ESTEST@uwlaex.edu">ESTEST@uwlaex.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

**Description**

You’ve been selected for verification. Please go out to [VerifymyFAFSA](#) and create an account to see the tasks that you still need to complete. Once these tasks are completed (be sure you’re clicking SUBMIT & FINISH), the Financial Aid staff will review the documents. You’ll receive an email to your campus email when your award has been posted to WINGS.

8. If you have already completed the task, contact that person or office and let them know it is completed.