STUDENT INSTRUCTIONS—CHECKING FOR HOLDS

The portal can be accessed via the following URL: https://wcportal.wilmington.edu

Enter your NETWORK login and password (this is the login and password used when your computer boots up)

If you run into any problems or have any questions, please contact records@wilmington.edu or call Ruth Clark in the Academic Records office at ext. 464.

For security reasons, please be sure to LOGOUT of the site before leaving your computer.

As part of the advising/registration process, you need to check your account to see if you have any holds that would prohibit you from registering. That can be accessed in the following manner.

After you log in to WCPortal, click on PERSONAL INFO located in the parenthetical next to your name.
The MY INFO portlet will then be displayed.

Click ACADEMIC INFO tab

If your account is clear, your Academic Info will appear as follows indicating “No Holds Information is available”.
If the “No holds” block does not appear at the top of your Academic Info portlet, then you will need to scroll down the screen to show the HOLDS on your account (as shown below).

You will then need to follow up with the appropriate party/parties to clear the holds from your account before you will be able to register.