



College of Arts & Sciences / College of Fine Arts & Communication

Academic Advising Syllabus

Office Hours: M-W 8:00 am - 7:00 pm / Th-F 8:00 am - 5:00 pm

Advising Hours: M-W 8:30 am - 6:00 pm / Th 9:00 am - 4:00 pm / F 8:30 am - 4:00 pm

Advisor Objectives

In our meetings, we hope to accomplish one, many, or all of the following:

1. Help you understand your program of study, university policies, and other educational options
2. Create short and long term plans for coursework
3. Provide information and referrals to appropriate campus resources and services
4. Empower you to make educational choices that support your career aspirations
5. Ensure that you are making satisfactory progress toward graduation by helping you register for appropriate classes

We expect you to...

As you prepare for your first semester at UMSL

- Attend New Student Orientation or Transfer Student Orientation
- Make sure all non-UMSL transcripts have been received
- Find out who your assigned Academic Advisor is
- Make an appointment with your assigned Academic Advisor

Between your first and last semesters

- Successfully complete courses
- Check in with your assigned Academic Advisor prior to registration
- Familiarize yourself with university policies and procedures
- Be mindful of your academic progress toward degree completion
- Be in contact with your faculty advisor
- Utilize campus resources as necessary

As you prepare for your last semester at UMSL

- Apply for graduation
- Check your Degree Audit Report (DARS) after you register for your last semester of classes
- Schedule an advising appointment with your assigned Academic Advisor for a graduation review

Do I need to make an appointment with my academic advisor?



- Create an academic plan
- Pre-Registration and Registration for classes
- New students
- SAP and suspension appeals
- Graduation Review
- Alternative major exploration

Appointment



- Adding or dropping a class
- Course withdrawals
- Major-change paperwork
- Applying for graduation
- If you need advice about academic progress

Walk-in

Important Dates

- Mon, 1/20/15—at 8:00 am—Classes begin
- Sun, 1/26/15—Last day to add a class without instructor consent
- Mon, 2/16/15—Last day to drop a class or withdraw from school without receiving a grade
- Mon, 2/16/15—Last day to change a course to satisfactory/unsatisfactory grading basis
- Wed, 3/18/15—Second Eight-week course session begins
- Sat, 3/21/15—at 5:00p.m.—Spring recess begins
- Mon, 3/30/15—at 8:00a.m.—Classes resume
- Mon, 4/20/15—Last day a student may drop a course with instructor consent to receive EX or F grade
- Mon, 5/11/15—Final Exams begin
- Sat/Sun, 5/16/15—Commencement Weekend

My Advisor is...

Name: _____
Email: _____
Phone: _____

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Meet Your Academic Advisor



Sylvia Baker

Communication
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Undecided A-D

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Grace Derda

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Linda Guetterman

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Sarah Klekamp

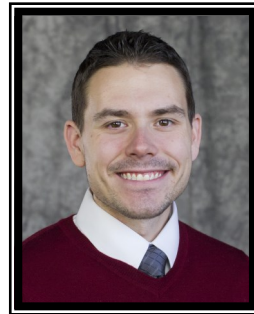
Anthropology
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Cody Schara

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Joe Southerland

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Pre-health professions

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Come see us in 303 Lucas Hall