FALL 2014 SMALL GROUP ADVISING SESSION

ONLINE SEMINAR
HOW ARE THINGS GOING?

Need help with your course work?
• Instructor
• Tutoring
  • Tutoring Center
  • Math lab
  • Departmental labs and tutoring
• Study groups
• Online help
Are you managing your time?

If not:

• Use a planner.
• Organize/plan your day. Block out time for classes, study hours, social activities, meals, sleep, etc.
• Make sure to plan in enough time to complete assignments, readings, etc. Be realistic.
• Deconstruct long-term assignments/projects
• Revise your schedule as needed.
• Check your schedule everyday.
DO YOU HAVE YOUR BOOKS?

If not...

• Torreyson Library
• A friend or classmate who is willing to share?

• Books are mandatory. If you are having financial issues, visit with Financial Aid.
IF YOU NEED TO TALK WITH YOUR INSTRUCTOR...

• Make an appointment to meet during office hours (see syllabus).

• Prepare for the meeting. Identify the problem and write it down.

• Make your appointment as soon as you identify a problem; don’t wait.

• Take your scored exam, paper, etc. with you to the meeting.
IF YOU SEND AN EMAIL TO YOUR INSTRUCTOR/ADVISOR...

• Use the UCA email system.
• State your name, class you are in, and include your UCA ID.
• Use polite and appropriate language.
• Use good grammar, and complete sentences.
IF YOU MISS CLASS...

• Contact your instructor ASAP in person or by UCA Email.

• Ask your instructor what he would like you to do to make up for the missing class.

• Do not make excuses; give a brief, clear explanation.

• Get notes, etc. from a class member. DO NOT ask/expect your instructor to reteach the lesson for you.

• Don’t skip class; you risk being dropped with a “WF” (Withdraw Failing).

• Don’t ask if you missed anything important. YOU DID.
IF YOU HAVE ISSUES THAT WILL KEEP YOU OUT OF CLASS FOR AN EXTENDED PERIOD...

• Contact your instructors.
• Contact your advisor.
• Contact Dr. Gary Roberts, Dean of Students.
NEED TO DROP A CLASS????

When should you drop a class?
How do you drop a class?
What to consider when you drop a class...
  • Always know the requirements of your scholarships and how dropping a class could affect this.
  • Dropped classes can also affect Financial Aid and Housing.

W, WF, WP
  • W = Withdrawal - DOES NOT AFFECT GPA
  • WP = Withdraw Pass - DOES NOT AFFECT GPA
  • WF = Withdraw Fail = F - DOES AFFECT GPA
DEADLINES APPLY TO DROPPING CLASSES AND WITHDRAWING FROM UCA:

Dropping a Class – Important Dates

• Last day to drop with a W is October 31.
• Last day to drop with a WP/WF is December 1.

Dates are all listed in the Academic Calendar.

You are responsible for knowing ALL university deadlines.
GRADE FORGIVENESS

If you fail a class or earn a “D” grade...
GRADE FORGIVENESS!

• FIRST FOUR in which you received a D, F, or WF
• Class must be repeated at UCA.
• Some prerequisite classes may not earn Grade Forgiveness.
• DOES stay on transcript
• DOES NOT factor into GPA
IF YOU NEED HELP IN OTHER AREAS...

- Student Health Center
- Counseling Services
- Disability Support Services
- Housing
- Financial Aid
FALL REGISTRATION

• Dates: October 27th to November 18

• Advanced Registration Schedule:  
  http://uca.edu/registrar/files/2013/09/Advanced-Registration-201520.pdf

• Make an appointment to see your Advisor every semester for registration.

• Bring your Program Completion Plan and CORE Check Sheet to each appointment.
  
  • Check sheet link: http://uca.edu/gened/files/2014/01/uca-core-ld-requirements.pdf
  • PCP link: http://uca.edu/pcps/2014-2015-program-completion-plans/
  • Undergraduate Bulletin: http://uca.edu/ubulletin2014/colleges-departments-programs/

• Advising Center No-Show policy.
ADVISING CENTER NO-SHOW POLICY

A no-show or missed appointment is noted in the system if:

- A student arrives more than 10 minutes late.
- A student fails to cancel an appointment in advance (through AdvisorTrac or an e-mail to the advisor).

After two no-shows, the student will be unable to schedule another advising appointment in AdvisorTrac. The next opportunity to meet with the advisor regarding registration will be after the advance registration period.
FIRST YEAR SEMINAR (FYS)

Every student must sign up for a First Year Seminar (FYS) course in the first year.

1. This does not apply to students will have over 30 hours of credit.

2. Students who need transitional writing or reading will not take an FYS course until they have successfully completed those transitional courses.

Residential College students should enroll in two residential college classes in Spring.
SPRING REGISTRATION
Additional considerations for Spring registration:

• All students taking UNIV1340 must make a “C” OR better to complete the course. Otherwise, the student must enroll again for that course.

• Students enrolled in UNIV 0331 who don’t complete the required number of modules will enroll in UNIV 0332.

• A “C” or better is required in WRTG 1310, and in all transitional classes.
STUDENTS WHO HAVE COMPLETED 27 OR MORE CREDIT HOURS MUST DECLARE A MAJOR:

Majors Fair
Thursday, October 2
12:30 to 3:00
Student Center Ballroom

Career Services (http://uca.edu/career/)
Career Assessment
What Can I Do With This Major?
Majors/Minors List

Program Completion Plans
Myers-Briggs
YOUR MYUCA WEB ACCOUNT:

UCA email account:

Use this email for all contacts with your advisor and your instructors. Check it daily. This is the official means of communication for the University.

Access your records through the self-service tab:

Grades, student record, transcript, financial records, etc., via Student Accounts.
The MyUCA tab gives access to the Academic Advising Center’s channel:

- Academic profile
- AdvisorTrac
- Ask an Advisor
- Major/Minor declaration
- Resources for Students
  - GPA Calculator
  - Lower division core check sheet
  - Academic Calendar
  - Program Completion Plans
  - and much more
WHAT IS INCLUDED IN A DEGREE?

• Main Components of a Bachelors Degree
  • Lower division core requirement (37 hrs.)
  • Major requirement (36+ hrs.)
    • Minor Requirement, if needed (18+ hrs.)
  • 40 Hours of Upper Division Credit
  • Special Degree Requirements (BA, BFA, or BS ONLY)
• 120 Hours total to earn degree
Questions?
Please contact your Academic Advisor.