

SCE Academic Advising Newsletter

Fall 2008

Fall 2008

Announcements

Advising Events for Fall 2008: Bayou Suite 3611

Dorothy and Barbara will be available on a walk-in basis (no appointments, no CPS drafts) during the month of August.

Advising Days, scheduled by Admissions, will be August 12 and 14. Call 281 283-2500 for an appointment.

Faculty Advisors will be available outside of suite 3611 the week of August 18-21! Look for flyers and signs.

Group Advising sessions for new students are scheduled several times per day on August 11 and 13 and August 18-20. See Group Advising schedule at the end of this newsletter.

Special BIOTECHNOLOGY Advising session for NEW STUDENTS: August 19, from 9-11 am in Bayou 3615 – check your campus e-mail early in August!

Lots of Changes in the 2008-2009 UHCL Catalog! Look for:

New rules affecting - Repeated Courses - Academic Suspension Policy - Undergraduate degree program changes (see 2+2 Transfer Plans at www.uhcl.edu/sce/advising) - Undergraduate and Graduate program admission requirements and documentation deadlines - and MORE. The 2008-09 Catalog is on-line at www.uhcl.edu/catalog.

Health Professions Advisory Committee (HPAC) This Biology faculty committee advises students in health-related career tracks (med/dent/PA, etc) and , on request, writes committee letters of recommendation in support of student's applications. Please check this link for details and contact information: <http://www.uhcl.edu/sce/hpac>

Welcome New Students!



New Student Orientation

August 21, 2008

Orientation for new **INTERNATIONAL** students

August 23, 2008

Orientation for **ALL** new students

Start out RIGHT! Learn the answers - or where to find them.

Find out:

- Am I fully accepted into my academic program?
- How do I know what to register for?
- I can't get in a class I want; is there anything I can do?
- How do I get a degree plan?
- What is a CPS, anyway?
- Can I change my major? How?
- What about my transfer credit?
- Admissions Advisor, Academic Advisor, Faculty Advisor – why so many? Who does what?

Apply for Fall GRADUATION



Graduation Information

September 26, 2008

Deadline to **APPLY** for Fall 2008 graduation

August 18, 2008

Deadline to request a pre-graduation audit with a guaranteed response during Open Registration

If you expect to graduate in Fall 2008, SCE Academic Advisors **STRONGLY** recommend you request an informal pre-graduation audit for your final semester **NOW**, so that you are sure you are registered for everything you need. Audit request forms are available in B3611, or you can e-mail a request to SCEadvising@uhcl.edu.

Make your request by August 18 and your response can be picked up within 3 business days. **DON'T WAIT!** Make sure all course substitutions, additional transfer credits, waivers or other changes have been approved by your faculty advisor on a CPS Change Form. **ACT NOW!**

August Academic Advising Schedule



August
No appointments
Walk-in hours
10:00- 5:30 M-TH

Change in **Academic Advising Hours** for the month of AUGUST

To better serve the large number of students seeking advice for fall registration, **Academic Advisors** will not make appointments in the month of August. Group advising sessions will be scheduled August 11, 13 and 18-21 in Bayou Building B3611. An advisor will also be available for walk-in advising only, from 10:00 until 5:30. Regular hours (see page 2) will resume in September. Look for a campus e-mail regarding our group advising schedule, or call 281 283-3711.

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UHCL Communications

(Let's keep the channels open!)

-E-Mail

UHCL Campus e-mail will be the Academic Advisors' primary means of electronic communication, so check your account regularly. Many e-mails sent to UHCL from commercial accounts, or even some from government entities such as NASA, are blocked by our SPAM filter, so if you don't use your UHCL e-mail to contact us, we may not receive your communication. We also use your campus account for privacy and security reasons, so if we send personal information, we are sure that we are sending it only and directly to you.

-U.S. Postal Service

We mail signed correspondence such as letters, CPS and CPS Changes, Graduation Application audits. Keep your mailing address current in your E-services account!

-Face-to-Face

Student surveys indicate, and advisors agree, that the favored means of communication is still face-to-face. For an advising appointment, be sure to bring all related documents such as transcripts if discussing transfer credit, or letters from other campus offices to discuss admissions, academic policy questions or problems, mandatory advising scenarios, *etc.* **AND** you can always call us: 281 283-3711

Advising Office Information *(see page 1 for AUGUST hours)*

Office Hours 8:00 to 6:00 Monday – Thursday and 8:00 to 12:00 Friday

Phone: 281-283-3711 E-mail SCEadvising@uhcl.edu Website: www.uhcl.edu/sce/advising

Advisor Availability

Walk-in hours for questions and answers

Bayou 3611 M – Th 10:30 to 11:30 and 4:30 to 5:30

Delta 145 Thursday only 3:30 to 5:30

FALL REGISTRATION GROUP ADVISING SCHEDULE

All sessions will be held in the Bayou Building, Suite 3611 conference room.

This will be your opportunity to obtain assistance with registration and to ask questions.

THIS DOES NOT REPLACE NEW STUDENT ORIENTATION

Attendees must call 281 283-3711 and sign up for a time as follows:

August 11: 9:30 or 10:30 am -- 2:30 or 4:30 pm

August 13: 9:30 or 10:30 am -- 2:30 or 4:30 pm

August 18: 9:30 or 10:30 am -- 2:30 or 4:30 pm

August 19: 9:30 or 10:30 am -- 2:30 or 4:30 pm

Don't forget our Special Biotech session on August 19th (see page 1 for details)

August 20: 9:30 or 10:30 am -- 2:30 or 4:30 pm

FACULTY ADVISING SCHEDULE

SCE SCIENCE, COMPUTING AND ENGINEERING FACULTY WILL BE AVAILABLE

AUGUST 18, 19, 20, AND 21

Visit the “faculty advisor café” just off the elevators on the Third Floor of the Bayou Building

Between the 3500 and 3600 sections – There will be signs and assistance on those days!