

## Advising for Fall 2020

### ADVISING TIPS

- Ask your students how they are doing in their current courses. You can view your advisees' interim grades in Wingspan so you can discuss accordingly. If students are not going to finish a course successfully this term, it will affect their schedule next semester.
- Many students will say they are "fine" or "good". Ask them to elaborate on what that means. Ask them questions such as: Do you work or have other responsibilities outside of school? What courses do you like most/least this semester and why?
- Course Overload. Students who want to register for more than 18 hours in the next semester will need to wait until grades for the **current semester are posted**. If their cumulative GPA after the current semester is a 3.0 or better, they will be allowed to register via Wingspan for up to 21 hours. If the GPA is below 3.0, the student will need to submit a *University-wide Undergraduate Petition*, unless it is the student's final semester. In that case, the student should come to my office for assistance. Students have until the end of the first week of classes (August 28, 2020) to adjust their schedules.

### GENERAL EDUCATION

- **The approved list of courses that can fulfill general education requirements is updated annually.** While the catalog will list the requirements of that year, the choices to fulfill those requirements may change. Encourage students to sort by the "**attribute**" in Course Offerings in Wingspan, which means the type of requirement that course meets. This is the easiest way to ensure the class is meeting the intended requirement. In addition, the student can confirm in Degree Works after registered.
- Note the **Constitution Requirement** is met by taking ECON 103 or PLSC 201 - these two courses double count as Social Science. Students may take HIST 211 or 212 for the Constitution Requirement, but it **DOES NOT** double count as a Social Science.

### REGISTRATION TIME ASSIGNMENTS FOR REGISTRATION

If you've COMPLETED this many hours	Then your time assignment begins
103-999	Wednesday, April 8, 8 AM
87-102.99	Wednesday, April 8, Noon
71-86.99	Friday, April 10, 8 AM
54-70.99	Friday, April 10, Noon
39-53.99	Monday, April 13, 8 AM
24-38.99	Monday, April 13, Noon
12-23.99	Wednesday, April 15, 8 AM
0-11.99	Wednesday, April 15, Noon

- When checking to find out when to register, the student should look at the Earned Hours on Degree Works. Registration is based on hours earned (completed), including AP, IB, CLEP, and transfer credit, and ***is not affected by hours in which the student is currently registered.***

## ACADEMIC RESOURCES

- Remember the Academic Success Center is an excellent resource for students having academic difficulties. The office is located at 106 Dinkins and can be reached at 803-323-3929.
- Students who wish to change majors/minors/concentrations/catalog year should complete a *Change of Curriculum* form on-line under: **Academics- Records & Registration - Forms Online**. Return the form to [fredericksa@winthrop.edu](mailto:fredericksa@winthrop.edu) or [sauvignes@winthrop.edu](mailto:sauvignes@winthrop.edu).
- Please contact me with any questions or concerns. I can be reached at [fredericksa@winthrop.edu](mailto:fredericksa@winthrop.edu).

## • HELPFUL LINKS

- Override Request: [https://winthrop.qualtrics.com/jfe/form/SV\\_9zf3FRygKhIAprT](https://winthrop.qualtrics.com/jfe/form/SV_9zf3FRygKhIAprT)
- Individual Substitution Form: <https://www.winthrop.edu/uploadedFiles/cvpa/student services/CourseSubstitutionForm.pdf>
- Degree Works Edit request: [https://winthrop.qualtrics.com/jfe/form/SV\\_bNt96PhAJcEL4Mt](https://winthrop.qualtrics.com/jfe/form/SV_bNt96PhAJcEL4Mt)

## ACADEMIC POLICIES for BA Students

- A student ***cannot*** share a course between a major and a minor (or two minors). If a student is pursuing a major and minor that share course requirements, the hours in either the major or minor will need to be replaced with additional courses. Please advise accordingly.
- **Remind students that there is a “36 hour rule” for students pursuing a BA degree.** The catalog states: “Not more than 36 semester hours in any one subject designator may be applied toward the major for a Bachelor of Arts degree.” Please contact with me regarding questions concerning the 36 hour rule. It is important to make sure the BA students are aware of this rule so they aren’t surprised when they apply to graduate.

**Thank you for all you do for our students! Happy Advising!**