

Strategies for a Productive Advising Session

English Department Advisees

As soon as practicable, align yourself with one Advisor.

Check the online Academic Calendar and make an appointment for Early Registration (478.471.5792).

When you schedule the appointment, ask if there are any changes in procedure, so that you may prepare for them.

During the Advising appointment, ask your Advisor for the materials relevant to your program of study (English major or English major with Teacher Certification). Note: a program of study is not the name of your major; a program of study includes all the courses required for your major.

Keep your own Advising file at home with copies of Academic Record, plan of study, and checklist of courses taken in each major content area. Be sure you have the Advisor's name and phone number in your personal file.

Bring your copy of the checklist of courses taken and need-to-be taken in each major content area; update it at the Advising appointment.

Prior to the appointment, review the online schedule of classes offered that will move you toward completion of the program of study and toward graduation. Confirm these courses with your Advisor.

Select from the possible courses a schedule that works with your family, job, and non-academic responsibilities. Write down the CRN #s, days, and times in order to guard against overlap, closed classes, and location mistakes.

If you need an Advisor's assistance in registering for classes at this appointment, be sure to let him/her know this.

Keep your Advisor informed regarding upcoming test dates (GACE or GRE) as well as field or intern schedules that may affect your schedule.

After registering, make a copy of the new schedule.