

Pre-Appointment Checklist for Registration

- Schedule a registration authorization appointment.
 - Student Development Center (SDC) Advisees (BME, ISE, ME, Undeclared): Schedule through [MyUI](#) for sometime between October 4 and November 22 with Kristin or Josh.
 - Faculty Assigned Advisees (CBE, CEE, ECE/CSE): Review instructions on the [Virtual Hub](#) for scheduling an appointment with your advisor.
 - Academic Advising Center (AAC) Advisees: Follow directions noted on the [AAC website](#).

- Review your [degree audit](#) and note whether it reflects accurate course credits you expected.

- Use your major's [sample four-year plan](#) to select courses for the spring semester.

- Consult the [Peer Advisors](#) during office hours (Monday-Friday, 10am-12pm and 12:30-3pm) for a student perspective.

- Write down your planned spring courses and any questions you have for your advisor to share during your appointment.

- If completing your appointment virtually:
 - Find a quiet place that will allow you to focus and talk freely with your advisor.
 - Be in your space and logged in to a computer at the time of your appointment. For appointments scheduled through MyUI, you will receive arrival instructions by email in a calendar invitation. This information will contain a link to your advisor's Zoom meeting.