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.