



**IOWA**

College of Engineering

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# Academic Planning & Advising

**Fall 2024**



# Let's Check-in


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What is one word/phrase to describe how you are feeling at this point in the semester?

Who is part of your support network?

Have you utilized your network?

What resources have you used for support?



# Asking for help – Where to go?

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## → Academic Advisors

- Part of your support network – Let us know how you are doing
- Assistance navigating resources and deadlines
  - Drop/Withdrawal Deadline – Nov. 18
- eSST Advisor Drop-ins, M-F 11am-12pm in 3612 SC

## → Peer Advisors

- Provide student perspective on classes and navigating college life
- Drop-in hours, M-F 10am-12pm and 12:30-3:00pm, 3612 SC





# Academic Advisors

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Josh  
Atcher



Alyssa  
Burks



Justine  
Hines



Lexi  
Hughes



Derek  
Ikoma



CBE  
Faculty



AAC  
Advisor

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[MyUI Homepage – Student Information –  
Programs of Study and Advisor Page](#)



# Asking for help – Where to go?

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## → [Well-Being at Iowa](#)

- Mental Health and Resilience
- Nutrition, Movement, and Physical Health
- Relationships, Community, and Purpose
- Basic Needs, Financial Security, and Personal Safety

## → [Fall 2024 Student Success Workshops](#)

- Include several well-being workshops



# Academic Resources and Support

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## → [Engineering Tutoring](#)

- Sunday-Thursday 6-9pm
- 3612 SC
- Math, Science, ENGR:1100

## → [Supplemental Instruction](#)

- Math I and ENGR:1100 – 3124 SC
- Chemistry courses – IMU Academic Resource Center

## → Professor and TA Office Hours





# Registration Timeline – Spring 2025

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- September 30: Courses available on MyUI / Schedule Builder Opens
  - Begin exploring courses (times / descriptions / instructors) and adding them to the course cart on Schedule Builder.
  
- September 30 – November 22: Schedule an appointment with your advisor for registration authorization.
  - All Engineering students are required to meet with an advisor to be authorized every semester.
  - Discuss courses for next semester – If advisor approves your course selection, they will authorize registration
  - **Unlike Orientation, you do not register for classes during the meeting with your advisor**



# Registration Timeline cont. – Spring 2025

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- October 21: Individual registration times posted on MyUI
  - Your individual registration date/time is the earliest you will be able to log on to MyUI and officially register.
  - Times are assigned by number of semester hours/credits completed
  
- November 11 – December 6: Early Registration on MyUI
  - Log on to MyUI and register on your own device





# How do you schedule your appointment?

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## → eSST Advisees

- September 30 – November 22: Schedule meeting on [MyUI](#) with your assigned advisor for registration authorization

## → CBE Faculty Advisees

- October 28 – November 8: Schedule meeting with your faculty advisor for registration authorization.
- May need to email your advisor if times are not available on MyUI.

## → AAC Advisees

- Late October/Early November: Schedule meeting on [MyUI](#) with your assigned advisor for registration authorization

# Advising Resources

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1. Degree Audit
2. Sample Four-Year Plan
3. Searching for Engineering gen ed courses
4. Adding Courses to the Schedule Builder
5. Registration checklists



These are located on the College of Engineering [“Preparing for your academic advising appointment”](#) webpage.



# Let's pull up your degree audit

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# Practice using your degree audit

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- What courses are completed? In Progress (IP)?
- Are transfer and AP courses appearing on your audit?
- Are there any courses in your course pool?
  - If so, are any of them split credits (<S)?
  - Do you think that any course should be awarding credit toward degree completion?
  - Write down questions for your advisor.



# Let's learn how to use your sample 4-year plan



**BME**



**CBE**



**Civil**



**CSE**



**ECE – E**



**ECE – C**



**Enviro**



**ISE**



**ME**

# Practice using sample 4-year plans

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- What courses are only offered in Spring? Fall?
- What are the prerequisites for Engineering Math IV? What course has the most prerequisites?
- Do you have any sequencing in your major?



# Your Degree Audit and Sample 4-year Plan

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## → Contain similar but different information

- Both layout courses for a four-year plan as recommended by the departments.
- Gen eds and Rhetoric are at the top of the degree audit and built into semesters on sample 4-year plan.
- Degree audit is personalized, shows your own courses and progress towards degree
- Sample 4-year plan has information about when courses are offered (S/F/All) as well as the prerequisites (P) and corequisites (C) required to take a course.

## → Important to use both documents each semester!

- Request new degree audit and download new sample 4-year plan each semester for planning



# Advising Reminders

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- Although the degree audit and sample 4-year plans provide a guide to follow, not all students complete the courses as laid out on those documents. Build your individual plan with your advisor.
- Rhetoric – required for everyone!
  - If you do not already have credit for Rhetoric, were unable to enroll in it at Orientation due to seat availability, or decided to take a gen ed instead, plan to take Rhetoric in the spring semester. Check your degree audit to confirm which course you need to take – RHET:1030 / RHET:1040 / RHET:1060.
- Honors – CHEM:1120, RHET:1030, Gen Eds
  - These courses offer Honors sections in the spring semester. Use the Honors filter on Schedule Builder to help select an honors section.



# Advising Reminders

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## → Math sequence

- If currently enrolled in MATH:1005 College Algebra, register for either MATH:1010 Trigonometry or MATH:1020 Elementary Functions.
- If currently enrolled in MATH:1010 Trigonometry or MATH:1020 Elementary Functions, register for MATH:1550 Engineering Math I.
- *NOTE: for all math courses leading up to MATH:1560 Engineering Math II, you must achieve a C- or higher in order to move into the next course in the sequence.*

## → Chemistry sequence

- If currently enrolled in CHEM:1070 General Chemistry, register for CHEM:1110 Principles of Chemistry.



# General Education Requirements

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- Equivalent of five, 3sh, non-STEM courses required
- Opportunity to pursue a minor or certificate
- Need help finding a Gen Ed?
  - Review the [Searching for Engineering Gen Ed Courses Handout](#)
  - Ask a [Peer Advisor](#)

\*\* Note that the Diversity, Equity, and Inclusion gen ed has been renamed to **Cultural Perspectives, Values, & Society** \*\*



# Pre-professional designations, Minors and Certificates

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- You don't need one!
- Declare on your own on [MyUI](#)
  - [Pre-health](#) and [Pre-law](#): Contact the Academic Advising Center (AAC), C210 PC or 319-353-5700
  - It is important that you declare so you can receive important information about the programs.
- Request a “[What If](#)” degree audit to plan
- Can use [Gen Eds to complete](#)



# Summer Courses

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→ Why might you take summer courses?

- Catch up in the curriculum
- Get ahead in the curriculum
- Spread out courses
- Study abroad



→ Summer Registration at Iowa: March 10-14, 2025

→ For more information: [Taking Summer Courses webpage](#)



# Looking Ahead...

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- All College of Engineering first-year students will be assigned to a faculty advisor in their department week 3 of the spring semester.
  - Undeclared students remain with their eSST advisor until they declare.
- When choosing courses for Fall 2025 – students will be required to meet with their faculty advisor to be authorized to register.
- eSST Advisors will remain as an additional advisor for support throughout the spring 2025 semester.

# Pre-Appointment Checklist



## Pre-Appointment Checklist for Registration

- Schedule a meeting to be authorized to register.
  - Find your advisor's information listed on [MyUI/Student Information/Advising/Programs of Study & Advisors](#).
  - Look for an email from your advisor, the College, and/or your department containing information about the best way to meet with your advisor.
  - Faculty advising begins in late October / early November. This is typically when faculty will have appointments available on [MyUI Appointment Scheduler](#). *Some departments offer drop-in group advising for students assigned to a faculty advisor—watch for more information in October from the College or your department about this advising option.*
- 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 fall semester.
- Consult the [Peer Advisors](#) during office hours (Monday-Friday, 10am-12pm and 12:30-3pm) for a student perspective.

# Post-Appointment Checklist



## Post-Appointment Checklist for Registration

- After September 30, review course descriptions on [MyUI](#).
- After October 18, check [MyUI](#) to find the date and time your registration will open. Early Registration is November 11-December 6.
- Resolve any registration holds prior to your registration date. To check for holds, log into your MyUI, and click the Home tab. Holds and contact information will be displayed under Important Registration Information in the appropriate session boxes. You will not be able to register if you have a hold.
- Add your selected courses to the [course cart](#) in Schedule Builder and build/save preferred schedules. For assistance and FAQs: [Schedule Builder](#). Visit the [Peer Advisor](#) drop-in hours (M-F 10am-12pm and 12:30-3:00pm) for additional assistance.
- Before enrolling on your registration date, ensure there are still open seats in the course sections in your preferred schedule. If not, build new schedules before attempting to enroll.
- After enrolling, check your Spring 2025 schedule on the MyUI Courses/Registration page to ensure you have properly enrolled in all of your courses.



# Coming Up...

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## → Meet the Majors

- Thursday, September 26 – Student Commons (outside Engr Library)
- 4 time slots – 10:15-11:15, 11:45-12:45, 1:15-2:15, 2:45-4:15
- Great opportunity to connect with faculty, alumni, upper-class students

## → MyPlan Workshops – more info coming by email

- Week of September 30 – Led by Peer Advisors
- Another planning tool to use with Sample Plans and the degree audit
- Personalize your path to graduation!





# Next Steps and More Information

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- Schedule your appointment with your advisor.
- Add courses to your course cart before meeting with your advisor

## Additional Information:

- Visit the College of Engineering [Academic Advising webpage](#) to review academic advising information
- Meet with a [Peer Advisor](#) during drop-ins
  - M-F 10am-12pm and 12:30-3:00pm, 3612 SC
- Visit eSST Advisor drop-in hours
  - M-F 11am-12pm in 3612 SC

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**Thank You! Go Hawks!**