

All About Advising

May Advising Updates

Dear Colleagues,

With our entering into the month of May, Commencement is here! I have completed all the initial senior checks. If you have not heard from me, it is reasonable to assume that your student will be cleared for graduation pending spring 2009 grades.

As a reminder, all course work must be completed no later than May 8 in order to be considered a spring graduate. If you are considering assigning an incomplete grade, then you probably want to visit with your student and recommend they change their graduation term to summer 2009.

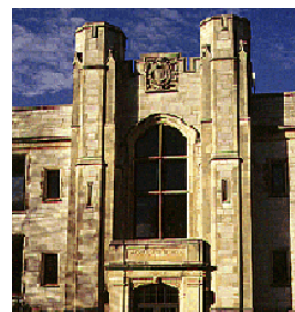
A total of 281 students will be participating in Commencement this year! This record number includes students from summer 2008, fall 2008, spring 2009, summer 2009 and fall 2009. Make plans to come celebrate with them!

Finally, Summer Orientation is right around the corner. We will need to host a *BRIEF*, but important meeting for those advisors planning to participate in orientation on **Tuesday, May 12, 2009 from 2:00 – 2:30 pm.** It will be in **AFLS E107, Hembree Auditorium.** Save the date!!

We will keep the meeting short, but I need to visit with you about changes to the First Year Experience program (reserved classes) and the Provisional Freshmen program.

See you at Commencement on May 9 at 1:00 pm in the Tyson Track Center!

Alice



Bumpers College

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Grade Entry Deadline

Final grade rosters will be available to instructors beginning today. Instructors should have already received an email from the Registrar's Office.

Grades are due 48 hours after the scheduled final exam time. The absolute deadline for grade entry is noon on May 12th. If you are going to be leaving town, please make arrangements to get your grades posted.



Academic Standards Committee Meeting

The Academic Standards Committee will meet May 15th (please note all petitions are due May 12th).

The next meeting of the committee is June 26th. Petitions are due June 23rd. Keep in mind that once the form reaches the Dean's Office, we will need time to prepare a letter of support before the petition is sent to the Registrar's Office.

Multiple Final Exams Spring 2009

Students with three or more final exams on a single calendar day this semester have been sent an email stating that they may take a copy of their class schedule to their instructor and request an alternative date for the exam.

Students with this problem have been directed to contact their instructor and make arrangements prior to the beginning of the Final Exam Week. For the Complete Final Exam Schedule, follow this link:

<http://www.uark.edu/registrar/classes/SpringExam.html>

Advanced Composition Exemption Exams

The summer offerings of the exam will be at 6:00 pm on June 3rd and July 15th. Students are eligible to take the exam upon the completion of ENGL 1013 and ENGL 1023, but before the student has acquired 96 credit hours. Students not gaining exemption from ENGL 2003 must register for the course before the last semester of their senior year. Eligible students will be prompted to register for the exam via the "To Do" section of their student center in ISIS.

The Quality Writing Center (QWC) has practice tests and a variety of handouts for students preparing to take the exam available in Kimpel Hall 315. For students planning to take the test in the Fall or Spring, the QWC offers workshops to prepare for the exam. Information is available at the QWC web site at

<http://new-www3.uark.edu/qwct/index.asp>.

Commencement Instructions

Students need to arrive no later than 12:15 pm to register and line up. Signs and AFLS Ambassadors will direct students and faculty to the special entrance on the southwest side of the building for check in. The ceremony will begin promptly at 1:00 pm!



Regalia will be distributed from the University Bookstore from 9:00 am to 4:00 pm on Tuesday, May 5th through Friday, May 8th and from 7:45 am to 4:00 pm on Saturday, May 9th, the day of Commencement. For more information, follow this link:

<http://www.uark.edu/home/commencement.php>

Honors cords and stoles for GPA achievements are available in the Dean's Office. Eligible students participating in commencement were sent an email notification to pick them up. Please remind them!

All graduation candidates, including summer and fall 2009 students are allowed to wear honors regalia during the ceremony. This is a change in policy from previous years in which only students that had completed their degrees were recognized with honors at commencement.



Dates to Remember



- May 1st — Dead Day
- May 1st — Final Grade Rosters Available in ISIS
- May 2nd - 8th — Final Exam Period
- May 9th — Commencement
- May 12th — Final Grade Rosters Due at Noon
- May 12th — Deadline to Petition the Academic Standards Committee
- May 15th — Meeting of the Academic Standards Committee
- May 18th — First Day of Summer Classes
- May 20th — Last Day to Register for June 3rd Advanced Comp Exam
- May 25th — Memorial Day Holiday

Ever have trouble cutting and pasting email lists from ISIS to Outlook?

Did You Know...

that there is a fix to this problem in Outlook?

Click **Tools > Options**.

On the preferences tab, click the **Email options** button on the top right.

Then click the **Advanced Email Options** button in the middle of the next dialog.

In the bottom section of the next dialog, the second check box is for **"Allow comma as address separator."**

Put a check there and click **OK, OK, OK**.

Now you're set.