

All About Advising

November Advising Updates

Dear Colleagues,

Advising for spring 2009 will continue this month. Please remember that students are no longer required to visit the Dean's Office for a degree audit. We hope they are receiving the 85 hour audit letter. (The advisor is copied with each letter.) If your student has not received one, feel free to contact me and I will be glad to conduct an audit and send them a letter.

Due to the stress on the ISIS system last fall (remember how many times it crashed), the Registrar's Office has expanded the priority registration days for each of the student classifications. See the schedule below. Note that student appointment times were randomly assigned within each of the time slots. They can find their appointment date in their Student Center in ISIS. They will need to click on "Details" for the specific time their registration starts on that day.

Remember that students who signed up for the Eight Semester Degree Completion program must follow the plan exactly as it is designed. I encourage each of you to review the policy and guidelines at:

<http://www.uark.edu/admin/vcacsey/AcaPolicySeries/150000.pdf>

At the end of fall semester, I will review grades and spring schedules of the participants and notify any student and their advisor if they are not in compliance with the policy.

Feel free to send me any topics that you would like to have covered in the newsletter or during a workshop. Thank you for all your extra efforts this month!!

Alice



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Priority Registration for Spring 2009 Schedule

For more information visit <http://www.uark.edu/registrar/classes/SpringPriorityRegistration.html>.

<p>November 3rd 6:00am - 4:00pm</p> <p>Seniors & CEA Students*</p> <p><small>* Center for Educational Access</small></p>	<p>November 4th 6:00am - 4:00pm</p> <p>Seniors</p>	<p>November 5th 6:00am - 9:30am</p> <p>Seniors 9:30 am - 4:00 pm</p> <p>Undergrad Priority Students</p>	<p>November 6th 6:00am - 11:30pm</p> <p>Undergrad Priority Students 11:30am - 4:00pm</p> <p>Grad Students</p>	<p>November 7th 6:00am to 4:00pm</p> <p>Grad Students</p>
<p>November 10th 6:00am - 7:30am</p> <p>Grad Students 7:30am - 4:00pm</p> <p>Juniors</p>	<p>November 11th 6:00am - 9:30am</p> <p>Juniors 9:30am - 4:00pm</p> <p>Sophomores</p>	<p>November 12th 6:00am - 12:00pm</p> <p>Sophomores 12:00pm - 4:00pm</p> <p>FYE Students</p>	<p>November 13th 6:00am - 4:00pm</p> <p>Freshmen**</p> <p><small>** Includes Non-Degree Provisional Freshmen Admits</small></p>	<p>November 13th 6:00am - 7:30am</p> <p>Freshmen** 7:30am - 4:00pm</p> <p>All Others</p>

November Academic Enhancement Program

The Academic Enhancement Program will offer the following workshops:

- Nov 5th — **Dealing with Stress**
- Nov 19th — **End of the Semester Wrap-Up... How am I Doing?**

All workshops will be held from 12:30pm to 1:20pm in the HOEC 106 classroom. As always, John Kelly, Ph.D., L.A.C., is available to assist students at any time. For more information, please contact Dr. Kelly at 575-5716 or by e-mail at jkelly@uark.edu.

Credit Hour Overloads

Undergraduate students are allowed to take up to 18 credit hours per semester. Students wishing to take an overload of 19-21 credit hours must obtain permission from both their advisor and the Dean's Office by using the Bumpers College "Petition to Take an Overload" form. This form is located at:

<http://bumperscollege.uark.edu/advise-overload.pdf>.

Students wishing to take more than 21 credit hours must obtain approval through the Academic Standards Committee. To obtain permission, the Registrar's "Overload Petition" form must be filled out. This form is available on the Registrar's website at:

<http://www.uark.edu/admin/regrinfo/records/overloadpetition.pdf>

For more information or if you have any questions, please contact the Dean's Office and we will be happy to assist.



Petitions to the Academic Standards Committee

Some of you will be contacted by students this month to assist them with their appeals to the Academic Standards Committee. The committee is scheduled to meet on December 12th. However, the deadline for submission to the Registrar's Office is December 9th. Appeals generally include dismissed students or retro-active withdrawals. The petition form can be found at:

<http://www.uark.edu/admin/regrinfo/records/AcadStandards.pdf>

Page 3 of the petition requires the student to list the policy they are petitioning and to explain why they are requesting the appeal. Students should be encouraged to type their explanation and attach it to the form along with any supporting documentation. Please remind students to sign their letters and the bottom of page 3. A supporting letter from their academic advisor is also very helpful.

Also, remind students that the Dean's Office will need a couple of days prior to the deadline to review their petition and complete page 4. This will give the Dean's Office time to review the students record and write a more effective letter of support.

Additional Priority Registration Information

Students will be assigned a specific registration appointment time within their registration day. Once the students' appointment time has begun, they will have access to register any time the system is available until January 16, 2009. Prior to the designated time, students will not be able to register even on their appointment day.

Dates to Remember



- November 3rd-14th — Priority Registration for Spring 2009
- November 5th — AEP Workshop "Dealing with Stress"
- November 14th — Incomplete Grades from Previous Semester Change to Failing Grades
- November 18th — Last Day to Drop a 2nd 8-week course with a "W"
- November 19th — AEP Workshop "End of the semester wrap up... How am I doing?"
- November 26th — Fall Break (Academic Break - Administrative Offices Open)
- November 27th-28th — Thanksgiving Holiday (University Closed)
- December 9th — Deadline to Petition the Academic Standards Committee

Normally, there are no substitutions for State Minimum Core classes. However,

Did you know...

transfer courses with the designation of 199TT, may be considered for a substitution of a State Minimum Core class?

A course that transfers as 199T may be counted for general elective credit and may be used for non-core degree requirements.