PRE-REGISTRATION ADVISING CHECKLIST

1. Check the list of courses the student plans to take and ensure that the student understands the requirements and has completed the prerequisites.
   - Students are expected to have prepared a list of courses they plan to take. If they have not done this, consider this a “teachable moment” to review their responsibilities towards their academic career.

2. Has the student completed the Core Curriculum or General Education?
   - Review requirements still missing.

3. Does the student need to fulfill the Special Designators/Designations requirements?
   - Special Designators are requirements for students under the Core Curriculum.
   - Designations are requirements for students under the General Education.

4. Is the student in good academic standing?
   - Students are required to meet the 2.00 minimum cumulative GPA in order to be in good standing. Discuss a plan for improvement and suggest campus resources if the student seems to be in academic trouble. Review repeat policy.

5. Review the sequencing of the student’s courses in future semesters.
   - Have you and the student agreed on a plan of study/contract/concentration (if required)? Has this information been sent to the Dean’s Office?
   - Does the student have a minor? Remember the BA degree requires one.

6. Confirm the student’s planned date of graduation.
   - Is this time frame realistic? Will summer school be required?
   - If the student has at least 85 earned hours, has a senior check been completed?

7. Is the student active on campus in extracurricular activities?
   - Too many? Too few? Employers/Graduate schools are looking for well-rounded graduates.

8. Is the student aware of career opportunities or graduate school?

http://www.cas.appstate.edu/students/undergraduate-academic-services

Checking for Holds

Students should check for holds which may prevent registration by using the "Check Your Registration Status" link in AppalNET. Registration holds must be resolved with the appropriate office listed before they are allowed to register.