

Academic Advising Essentials: Reading the Advisement Report

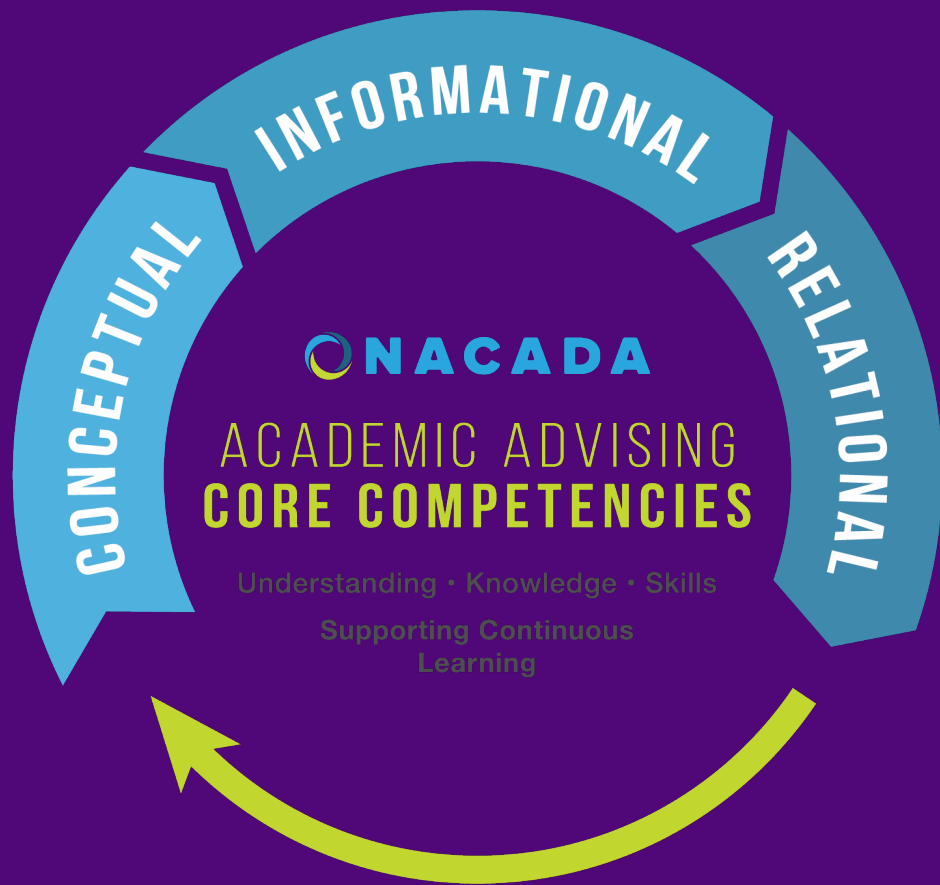
Office of Academic Advising

ITTC 007 / 319-273-3406 / academic-advising@uni.edu

advising.uni.edu

Take a walk with us through the advisement report as well as discuss policies related to graduation requirements, undergraduate academic standing, and transfer credits.

** This session will be recorded and posted on the Academic Advisor Portal website.*



The **Conceptual** component provides the context for the delivery of academic advising. It covers the ideas and theories that advisors must understand to effectively advise their students.

The **Informational** component provides the substance of academic advising. It covers the knowledge advisors must gain to be able to guide the students at their institution.

The **Relational** component provides the skills that enable academic advisors to convey the concepts and information from the other two components to their advisees.

Today's Agenda:

Earning A Degree

Structure and Walk Through of an Advisement Report

- Along the way we will discuss relevant policies and procedures

Resources

Q&A

Most importantly, we encourage your questions and to share your knowledge/ideas through discussion!

Earning a Degree

Undergraduate Degree Minimum Requirements

Bachelor of Arts - Teaching - 120 semester hours

Bachelor of Arts - 120 semester hours

Bachelor of Applied Science - 120 semester hours

Bachelor of Fine Arts Degree - 122 semester hours

Bachelor of Science Degree - 120 semester hours

- *Note: Change from a 126 semester hours requirements effective with the 202324 catalog*

Bachelor of Social Work - 120 semester hours

Bachelor of Liberal Studies - 120 semester hours

<https://catalog.uni.edu/generalinformation/undergraduateinformation/>

Earning a Degree

General Education: UNIFI

Academic Major Requirements

University Electives

Example for student with no prior credit earned:

UNIFI

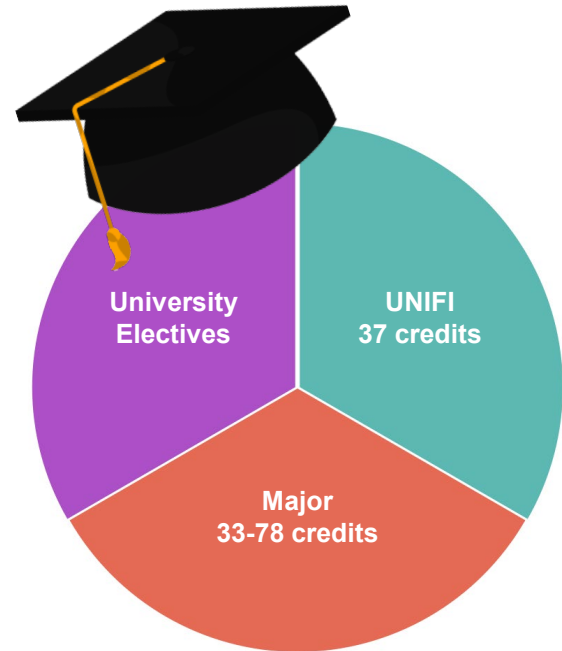
37 credits

*Academic Major (BA)
credits*

33

University Electives

50



Structure and Walk Through of an Advisement Report

Sections of an Advisement Report

Courses in Progress

University Requirements for Graduation

University Competency Summary

UNI Foundational Inquiry (UNIFI)

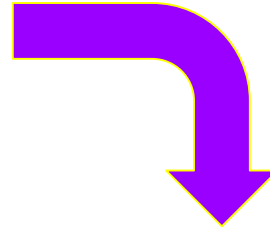
University Electives & Courses Not Used

Academic Major(s) / Minor(s) / Certificate(s)

Complete University Course History

Accessing a Student's Advisement Report - MyAdvisees

My Advisees
Access your advisee roster and view details including academic information, class schedules, degree progress and grades.



My Advisees

Select display option

Link to Photos

Include photos in list

Personalize | Find |

	Notify	Photo	Name	ID	View Student Details	Advising Notes
1	<input type="checkbox"/>		[REDACTED]	[REDACTED]	View Student Details	

Foreign Language Competency Requirement

Students entering UNI who graduated from high school in 1989 or later are required to demonstrate a level of competence in a foreign language (classical or modern) equivalent to the second semester at the college level. One year of foreign language in high school is considered to be equivalent to one semester of foreign language at the university.

The foreign language competency requirement can be satisfied using credit in the following ways:

satisfactory* completion of two years of high school study in one foreign language;

satisfactory* completion of a combination of high school and college credit in one language equivalent to the second semester at the college level;

satisfactory performance in an achievement examination measuring proficiency equivalent to the second semester of college study in one foreign language.

satisfactory* completion of either two years of high school study or one year of college credit or the combined equivalent in American Sign Language (ASL). Study in any other language and culture for the hearing impaired will not automatically satisfy this graduation requirement.

* Satisfactory completion means a minimum grade of C- in the last course taken to meet this requirement.

Foreign Language Competency Requirement

The following UNI course sequences will satisfy the foreign language competency requirement:

ASL 3190 American Sign Language (ASL) I & ASL 3195 American Sign Language (ASL) II

CHIN 1001 Elementary Chinese I & CHIN 1002 Elementary Chinese II

FREN 1001 Introduction to French Language and Culture I & FREN 1002 Introduction to French Language and Culture II

SPAN 1001 Elementary Spanish I & SPAN 1002 Elementary Spanish II

Additional language credit options may be offered, or be transferred to meet this UNI requirement.

Pre-Major Notice – Academic Advisement Report

PRE-MAJOR NOTICE

*****Not Satisfied:** You are currently in a Pre-Social Work plan. In order to graduate, you must be declared in an approved major plan. Contact your Academic Advisor/Department for further information. (RQ-50050)

Student Request Notation - Academic Advisement Report

Δ Fashion Culture and Industry

Satisfied: 3 Units Required (LN-010)

INTDSGN	1059	Introduction to Applied Design	3.0	2022 FALL	B+	EN
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>> **INTDSGN 1059 has been directed to this line.**

PER SR 110447, APPROVED TO SUB INTDSGN 1059 FOR TEXDSGN 1000. [64118]

Repeating a Course - Academic Advisement Report

Complete University Course History

Shading indicates courses are excluded from GPA and credits earned, including **Academic Forgiveness**

EN = UNI	TR= Transfer	TE = Test	IP = In Progress	I = Incomplete	RC = Course Continued		
<u>Subject</u>	<u>Catalog #</u>	<u>Title</u>		<u>Units</u>	<u>Term</u>	<u>Grade</u>	<u>Type</u>
BIOL	1014	Life: Continuity & Change		3.0	2020 FALL	C	TR
BIOL	1015	Life: Continuity & Chg Lab		1.0	2020 FALL	C	TR
CS	1010	Micro Apps & System Intgrt		3.0	2020 FALL	A	TR
SPAN	1002	Elementary Spanish II		3.0	2020 FALL	B	TR
HUM	1022	Humanities II	ORG	3.0	2020 FALL	F	EN
PSYCH	2203	Social Psychology	ORG	3.0	2020 FALL	F	EN
PSYCH	2401	Clinical Psychology		3.0	2020 FALL	F	EN
PSYCH	3502	Motivation & Emotion		3.0	2020 FALL	F	EN
PSYCH	3505	Cognitive Psychology		3.0	2020 FALL	D-	EN
PSYCH	2002	Professional Prep in Psych		1.0	2020 FALL	F	EN
PSYCH	2002	Professional Prep in Psych		1.0	2021 SPRG	B+	EN
COMM	1000	Oral Communication		3.0	2021 SPRG	C-	EN
HUM	1022	Humanities II	RPL	3.0	2021 SPRG	F	EN
HUM	3128	Africa		3.0	2021 SPRG	C+	EN
PSYCH	2601	Psychology Of Music		3.0	2021 SPRG	W	EN
EDPSYCH	2030	Dynamics Of Human Dvlpmnt		3.0	2021 SUMR	A-	EN
ARTHIST	1004	Visual Perceptions		3.0	2021 FALL	W	EN
PHYSICS	1000	Physics In Everyday Life		3.0	2021 FALL	F	EN
PSYCH	2201	Psychology of Gender		3.0	2021 FALL	F	EN
PSYCH	2203	Social Psychology	RPL	3.0	2021 FALL	F	EN

Resources

Record Analysts - Office of the Registrar

Evaluate curriculum requirements for graduation

Respond to student questions about advisement reports

Assist with substitution or changes of courses for their degree program via Student Requests.

Students should see their Record Analyst *at least two semesters* before their expected graduation.

Record Analysts do not:

- Assist students in preparing long-term plans of study, plan semester schedules, or monitor course availability
- Provide information about transfer course equivalencies

Current List: <https://registrar.uni.edu/students/record-analysts>

Additional Resources

[Academic Advising Report](#) - Office of the Registrar

[Viewing Advisement Report using Advisor Center](#) - Job Aid

Questions?

Upcoming Academic Advising Essentials Session:

THURSDAY, OCTOBER 19, 2023 3:00 - 4:00 P.M.

Scheduling & Registration

We will address scheduling/registration through the questions of what information students should know, how they plan for registration, and what happens at their registration date/time. Using and viewing the student information system (SIS) from both the advisor and student side will be integrated into this session.

This session will be held via Zoom. Join in these live zoom events to learn, engage, and ask questions on this topic.

Complete [this form](#) to request the zoom link to participate in the session at least 24 hours (on business days) prior to the event. If requesting the link after this time, please call the [Office of Academic Advising](#) at 319-273-3406 for information.