

THE MANDATORY ADVISING PROGRAM

2020-2021

Dates Subject to Change



First Year Milestone Advising Timeline: Fall Starters

<i>September 25</i>	Email is sent to summer starters informing them of the mandatory advising requirement and First Year Advising hold. Hold becomes active on this day.
<i>September 28</i>	Email is sent to fall starters informing them of the mandatory advising requirement and First Year Advising hold. Hold becomes active on this day.
<i>September 28 through November 6</i>	Advisors advise students and take appropriate PeopleSoft steps. <ul style="list-style-type: none">• September 28-October 12, advisors clear the hold and make notes in the advisor meeting panel in PeopleSoft. We will run a process on October 12 to give these students priority if their MAP hold has been removed.• October 12 – Class Schedule and Registration Appointments for Spring 2021 are available. Advise, clear the hold, and mark the advisor meeting panel with “MAP Fresh” to give the student priority registration.
<i>November 9</i>	EARLY REGISTRATION FOR SPRING BEGINS at 7:00 a.m.
<i>November 9 through November 18</i>	Advisors continue to advise students, remove the hold and mark the advisor meeting panel.
<i>November 18 (approximately) and beyond</i>	Regular registration date occurs for freshmen. Advisors continue to advise students. In PeopleSoft: <ul style="list-style-type: none">• Advisors need to remove the hold and mark the advisor meeting panel in PeopleSoft. At this point, students will not receive early registration.

First Year Milestone Adv Timeline: Spring Starters

March 1 Email is sent to spring starters informing them of the mandatory advising requirement and First Year Advising hold. Hold becomes active on this day.

March 1 to April 13 Advisors advise students and take appropriate PeopleSoft steps.

- ***No earlier than March 1***, advisors need to clear the hold and mark the advisor meeting panel in PeopleSoft (this will automatically give priority to eligible students).
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April 14 EARLY REGISTRATION FOR FALL BEGINS at 7:00 a.m.

April 14 to April 22 Advisors continue to advise students, remove the hold and mark the advisor meeting panel.

April 22 Regular registration date occurs for freshmen.

(approximately) and beyond

Advisors continue to advise students. In PeopleSoft:

- Advisors need to remove the hold and mark the advisor meeting panel in PeopleSoft. At this point, students will not receive early registration.
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Second Year Milestone Advising Timeline

<i>November 30</i>	Email is sent to 2 nd year students informing them of the mandatory advising requirement and the 2 nd year hold that becomes active in March 2021.
<i>November 30 Through March 1</i>	Advise 2 nd year students and take all appropriate PeopleSoft actions. <ul style="list-style-type: none">• Advisors need to select “MAP 2nd Yr” in the advisor meeting panel and make notes.
<i>January February</i>	Email reminder is sent to all 2 nd year students who have not completed their mandatory advising requirement. Email also reminds them of the hold that will become active in March 2021.
<i>March 2</i>	Email is sent to 2 nd year students reminding them of the mandatory advising requirement and the 2 nd year hold that has now been placed. <ul style="list-style-type: none">• Advisors continue to advise students and take appropriate PeopleSoft steps.• Advisors now need to clear hold, mark advisor meeting panel, and make notes.

Undeclared Mandatory Advising Timeline

<i>December 1</i>	Email sent to students who may potentially receive the 60 credit undeclared hold in spring semester.
<i>February 8</i>	Students who have 60 credits and are undeclared receive email and hold becomes active. <ul style="list-style-type: none">• Advisors continue to advise students and take all appropriate PeopleSoft actions• Advisors need to clear hold, mark advisor meeting panel, make notes, and declare major if appropriate
<i>March</i>	Email reminder is sent to all students who still have the 60 credit undeclared hold reminding them of the mandatory advising requirement.