

THE MANDATORY ADVISING PROGRAM

2021-2022

Dates Subject to Change



First Year Milestone Advising Timeline: Fall Starters

<i>September 9</i>	UAAC In-service: MAP 1 st Year Kick off
<i>September 24</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 27</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 27 through November 8</i>	Advisors advise students and take appropriate PeopleSoft steps. No earlier than September 27th, advisors need to clear the hold and mark the advisor meeting panel in PeopleSoft (this will automatically give priority to eligible students).
<i>November 8</i>	EARLY REGISTRATION FOR SPRING BEGINS at 7:00 a.m.
<i>November 8 through November 16</i>	Advisors continue to advise students, remove the hold and mark the advisor meeting panel.
<i>November 16 (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.

Second Year Milestone Advising Timeline

November 11

UAAC In-service: MAP 2nd year kick off

November 29

Email is sent to 2nd year students informing them of the mandatory advising requirement and the 2nd year hold that becomes active in March 2021.

*November 29
Through
February 28*

Advise 2nd year students and take all appropriate PeopleSoft actions.

- Advisors need to select “MAP 2nd Yr” in the advisor meeting panel and make notes.

*January
February*

Email reminder is sent to all 2nd year students who have not completed their mandatory advising requirement. Email also reminds them of the hold that will become active in February 28, 2022.

February 28th

Email is sent to 2nd year students reminding them of the mandatory advising requirement and the 2nd year hold that has now been placed.

- 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

December 1

Email sent to students who may potentially receive the 60 credit undeclared hold in spring semester.

Students who have 60 credits and are undeclared receive email and hold becomes active.

February 7

- 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

March

Email reminder is sent to all students who still have the 60 credit undeclared hold reminding them of the mandatory advising requirement.
