

The Office of

Academic Advising

February, 2009

College of Saint Benedict/Saint John's University

First-Year Students Need to Choose a New Advisor for Fall 2009

As a first year student, you are required to select a new faculty advisor for next year. Your FYS/Honors instructor will give you a green **First-Year Advisor Change Notice** card and provide you with helpful information about selecting a new faculty advisor.

You may select a new faculty advisor any time between now and Wednesday, March 11th. Students planning to major in **Management, Psychology or Nursing** will be assigned an advisor by the department after attending a group advising session. All other students must seek out a new advisor and secure a signature.

Please fill out the green **First-Year Advisor Change Notice** card completely and ask your new advisor to sign it. You are encouraged to **return this signed card** to the CSB or SJU Academic Advising Office **no later than Friday, March 11th.** After this deadline, a hold will be placed on your Fall 2009 registration. The hold

will be removed when our office receives your signed card.

Guidelines to assist you in your advisor selection process are as follows:

- If you know what your intended major is, it is best to select an advisor in that major.
- If you are seeking a major in **Accounting, Communication, Environmental Studies, Management,** please attend one of the group advising sessions listed on the **Group Advising Sessions** information sheet attached.
- If you have not yet completed a course in your intended major, or if you are unfamiliar with the department's faculty, your Seminar/Honors instructor may be of assistance. You may also consult the Faculty/Staff Directory (listing of all faculty, phone numbers, and locations) for the name of the chairperson of that department.
- Your current Seminar/Honors instructor **should not** continue as your faculty advisor unless she/he is in the major you intend to

pursue. If your Seminar/Honors instructor agrees to continue as your advisor, you will be required to secure her/his signature on the green **First-Year Advisor Change Notice** card and submit the card to the CSB or SJU Academic Advising Office before Friday, March 11th.

- ATLAS (Achieving Through Learning And Searching) – this helpful tool can aid your academic and career planning. Keep your ATLAS Planner up-to-date and bring it with you to your advising sessions with your professors. Be sure to pay special attention to the sections on Discover Yourself, Discover Possible Majors, and Discover Possible Careers. For additional advising assistance, seek out other professionals listed in Campus Resources.

Do you have a faculty advisor that deserves recognition?

Dr. Rita Knuesel, Provost, and the Department of Academic Advising invite your nominations for the 2008-2009 Outstanding Academic Advisor of the Year Award.

This award has been established to recognize outstanding performance in academic advising. Persons eligible for the 2008-2009 Outstanding Academic Advisor Award include faculty advisors or professional advisors whose primary responsibility is the

academic advisement of students.

To submit a nomination, click on the link below:

<http://www.csbsju.edu/academicadvising/advisoroftheyear02.htm>

(Deadline: Friday, April 3, 2009)

Think Spring!



Check out our website :
<http://csbsju.edu/academicadvising/>

Important Dates for February/March

Feb. 11th—Last day for W for A1B1 mod courses.

Feb. 12th—Last day for @ for A2B2 mod courses.

Feb. 13th—W begins for B1 mod courses.

Feb. 16th—W begins for B2 mod courses.

Feb. 19th—Last day for W for B1 mod courses.

Feb. 20th—Last day for W for B2 mod courses.

Mar. 2-6—Spring Break (no classes)

Mar. 9th—First-year mid-term grades due.