

Dear Advisees,

You must set up an advising appointment with your faculty advisor IF YOU HAVE AN ADVISING HOLD on your account. Some advisors may be happy to complete your advising via email, provided that you adequately answer the questions below. If you are unable to provide complete answers to the questions below, you will be required to set up an in-person appointment. Advising is not available by phone. Office hours and blue sign-up sheets with some additional available hours are posted on faculty office doors.

If you do not have an advising hold, you do not need to make an advising appointment. Graduate students are not required to attend an advising session unless they have specific questions related to their course progress or degree completion.

Regardless of if you sign-up for in-person advising or email advising, ALL students with an advising hold are required to have answered the following questions completely and accurately PRIOR to your advising appointment. These answers must be emailed or must be written/printed out and with you when you come to an in-person advising appointment.

- 1) What is your major?
- 2) What classes do you have remaining to take for your major? Include biology courses and cognates. List them all.
- 3) What courses are you planning on taking next semester?
- 4) What remaining GE courses do you need to take in order to graduate?
- 5) Have you completed your GWAR requirement?
- 6) What are your career or education goals following graduation? Have you taken the courses that you need to take in order to meet these goals?

The following webpage has the information you need in developing your answers to these questions:

<http://www.csub.edu/biology/Advising/index.html>

An up-to-date list of courses offered in the next term may be searched here:

https://cmsweb.cms.csub.edu/psc/HBAKPRD/EMPLOYEE/HRMS/c/COMMUNITY_ACCESS.CLASS_SEARCH.GBL