

# **Advising Monthly**

## March 2025

Visit the Faculty Advising webpage!



March 3-7 Spring Break

March 5 Virtual Advising Workshop 10 am

March 10 Fall 25 Advising Begins

March 17 Fall 2025 Registration begins

March 23 Honors Convocations

March 26 Last Day to Withdraw (full semester courses)

**April 18** Good Friday Holiday

April 28 Final Grades Due

May 10 McNichols Commencement

### **HELPFUL LINKS**

Academic Calendar Course Schedule Course Descriptions Core Curriculum Transfer Credit System Student Advising

#### Spring Into Advising Online Workshop Wednesday March 5<sup>th</sup> 10 -11 am via Zoom

Tips for advising *new* students – transfers, freshmen, post-degree How to most efficiently navigate policies/procedures/forms when assisting all students Important Federal Financial Aid rules will be discussed Certificate of Participation will be provided for all who attend https://udmercy-edu.zoom.us/j/94680725698

#### Check Mid-Term Grades!

Mid-term grades (for full-semester courses only) are due from instructors on February 25. Check your advisees' midterm grades and remind them to check their own at <u>my.udmercy.edu</u>. Encourage students to talk to their professors if there is a grade they aren't happy with or if they want to improve their performance. Students can take advantage of free academic support at the <u>Student Success Center</u> and <u>The Writing Center</u>.

#### Withdraw Deadline

If it is in their best interest, students can now withdraw from courses online if they do not have a hold. They may also submit the <u>Change in Registration form</u>. If a student's enrollment goes below 12 credits they should check with their <u>financial aid courselor</u>. The **Last Day to Withdraw** for full semester courses is March 26; withdraw deadlines for shorter courses are available under Class Details on the class schedule.

#### **Priority Registration for Athletes and Veterans**

Athletes and veterans can register starting on **March 13** at 8:30 am EDT. Registration by classification begins **March 17** at midnight based on earned credits. See the complete registration schedule <u>here</u>.

### **Graduating Seniors**

Advisors should remind graduating students that they must apply for graduation *and* RSVP for commencement. Students apply for graduation through their student profile on <u>my.udmercy.edu</u>. Advisors can check that advisees have applied in the Student Information section of their student profile page. Students must RSVP for commencement by April 26 on the <u>commencement website</u>.

### Release Advising Holds before Registration (newer for some programs)

Most undergraduates must have their advising hold released in order to register for classes. Advising holds ensure that students are getting individualized guidance and support. After advising, go to Holds on the top right corner of the student profile page, check the Advising Hold box and click Release. Enter advising notes under "Notes" in Student Information section, *not* the hold release box.

#### Run Degree Evaluation during Advising and after Registration

Students and advisors should run Degree Evaluations every semester to help ensure progress towards graduation. During advising sessions review all Degree Eval rows with "No" and make a plan to complete major, minor, and <u>Core requirements</u>. Students should also run a new Degree Eval immediately *after* registering to ensure that courses are meeting expected requirements. If a student is in a program with elective credits, make sure to watch that their total credits will reach the minimum needed for the degree.

### Summer Classes at Detroit Mercy or another institution

UDM offers a number of summer classes for a <u>discounted rate</u> of \$333 per credit. To enroll in a summer class at a community college or other institution, students should review the <u>transfer credit system</u> and submit the <u>request for guest/transfer credit</u> form *before* they take the course. The final 30 credits of a student's degree must be taken at UDM according to the Senior Residency rule.

> Advising Monthly is distributed by UDM's Academic Advising Committee Send questions to Carolyn Rimle (<u>rimlec@udmercy.edu</u>)