Yearly Advising Framework 2022–2023

Dates	Activity	
Aug 15th-19th	Orientation activities (first-year advisors and advisees)	first-year advisees, only
Aug 24th	Fall Term classes begin–review registration[i] of all advisees	
Aug 30th	Last day to add/drop & finalize confirmation	exploratory advisees, only
Aug 24th	Fall Term classes begin–review registration[i] of all advisees	
Aug 30th	Last day to add/drop & finalize confirmation	all advisees
Sept 16th-20th	Early feedback discussions as needed[ii]	
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Sept 20th	Last day to withdraw from course w/out a WP or WF	
Oct 18th	Academic Major Fair	
Oct 19th-20th	Mid-term grade review & discussion[iii]	
Oct 21st	Last day for student BIST applications	
Oct 24th-Nov 4th	Registration prep meetings with advisees [iv]	
Oct 26th	Last day to withdraw from a course and apply for Leave of Absence	
Nov 7th - 16th	Registration for Spring 2023 & Summer term 2023	
Nov 17th	Review student registration	
Dec 21th-Jan 2nd	Respond to SAAS email requests regarding suspended students	

Jan 4th-11th	Review grades & modify schedules in response to fall performance
Jan 11th	Spring term classes begin–review registration of all advisees
Jan 19th-Mar 13th	Declaration of major (DOM) process[v]
Jan 16th	Last day to add/drop & finalize confirmation
Feb 1st-Feb 3rd	Early feedback discussions as needed[ii]
Feb 6th -10th	Registration for May term 2023
Feb 13th	Last day to withdraw from course w/out a WP or WF
Feb 28th	Deadline for designation of exploratory area of interest
Mar 1st – 3rd	Mid-term grade review & discussion[iii]
Mar 14th	Academic program meeting according to exploratory interest
Mar 17th	Last day to withdraw from a course and apply for Leave of Absence
Mar 27th -Apr 7th	Registration prep meetings with advisees[iv]
April 10th-19th	Registration for Fall term 2023
April 13th	Deadline for Summer 2023 internship proposals
April 20th	Review registration for Fall & Summer terms[vi]
May 11th-19th	Respond to SAAS email requests regarding suspended students

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i. Ensure full-time status, accurate registration without HOLDS, and that registration reflects current academic interest and promotes steady progress.

ii. Following the first three weeks of class, instructors are asked to submit early feedback on student performance and in classes. Advisors can use this information with advisees to reinforce good performance and recalibrate as necessary. This may be a good time to point to additional resources that can assist the student, if needed. In some cases, a course should be dropped.

iii. Mid-term grades are vital for students and advisors. Reviewing mid-term grades with students can be extremely helpful as advisors can use this information to reinforce good performance and recalibrate as necessary. This may be a good time to point to additional resources that can assist the student, if needed. In some cases, withdrawing from a course should be considered.

iv. To facilitate registration meetings you might ask your advisees to prepare by: (1) having all HOLDS resolved, (2) reviewing DegreeWorks, and (3) drafting a schedule with some options.

v. Second-year students in the second term are asked to declare a major, with programs reviewing that declaration. Accepted & conditionally accepted students work with newly assigned advisors to complete Electronic Curriculum Plans in the Degree Works Planner (due on Feb 24th).

vi. Review Degree Audit in Degree Works for students graduating in May or Summer. Degree Audit for May graduates should show completion. Contact Justin Addison in the Office of the Registrar with questions.