

A T T E N T I O N

M.E. UNDERGRADUATE STUDENTS!!!

DEPARTMENTAL ADVISING FOR SUMMER/FALL 2008 CLASSES:

MARCH 31ST – APRIL 11TH

PLEASE SIGN UP STARTING WEDNESDAY, MARCH 19TH

(SPRING BREAK/ MARCH 10TH – 15TH)

UNIVERSITY SUMMER/FALL 2008 PRE-REGISTRATION-

APRIL 14TH – 18TH

- 1. Visit your advisor's office and sign-up for a time slot for advising. You will be assigned to the same advisor unless a change has been made. So please check the list before making an appointment. The advising list will be posted on our departmental web site and also on the undergraduate bulletin board. If your name is not listed please stop by to see June Blount.**
- 2. Please be prepared at your advising session: review the courses you are planning to take for the Spring semester. Course schedules will be available on Leo Online. Please have in hand the following information: A registration form with your Name, UIN, and list of courses you are planning to take or have them written down for approval. During the advising session, your advisor will review your registration to make sure you are on track and if you need to make changes. Once reviewed and approved your faculty advisor will list these courses on your curriculum sheet for block removal.**
- 3. We would like to emphasize the following: Please make sure that you come for scheduled appointments. Failure to show up will delay advising and registration for courses. Please inform your advisor promptly (voice mail, email, etc.) if you are unable to make the appointment due to an emergency.**
- 4. You are encouraged to ask your advisor questions that you may have about graduation, transfer of credits, prerequisites, etc.**
- 5. Your advisor's block will be removed by April 11th.**

"C" RULE AND PREREQUISITES – VERY IMPORTANT

- 1. During Fall 2007, the "C" rule was reinstated for MATH 211, and ME 204. This is to advise you that starting Fall 2008 the following courses have been added to the "C" rule and they are: MATH 212, PHYS 231N, ME 205, ME 220, ME 303, and ME 311.**
- 2. Starting Fall 2008, prerequisites for all ME courses will be implemented on the Banner system.**

- 3. It is very important that you know the prerequisites of our ME courses. There is a listing on the undergraduate bulletin board and in the university catalog. If you register for a course without meeting prerequisite requirements, you will be dropped from the course administratively by the department. This would result in lost tuition dollars, and may delay your graduation.**

Dr. Sushil K. Chaturvedi, Chief Departmental Advisor

June Blount, Undergraduate Support Technician