

ADVISING SNAPSHOT **February 2022 Edition**

IMPORTANT DATES for Spring 2022:

- Jan 31 Start of 14-week, 1st 7-week session
- Feb 4 Last day to add without instructor signature
- Feb 11 Last day to add 1st 7 week with instructor signature
- Feb 25 Last day to add 14-week with instructor signature
- March 1-7 Early Alert for 14-week courses
- March 16 Last day to drop 14-week courses

Summer 2022 Enrollment

Summer classes are viewable to students on Titan Web now

- Seniors; 90+ credits earned - February 28
- Juniors; 60-89 credits earned - March 1
- Sophomores; 30-59 credits earned - March 2
- Freshmen; 0-29 credits earned - March 3

Fall 2022 Enrollment

Fall classes will be viewable to students starting Monday, February 28th

- Senior: 90+ credits completed – March 28-April 1
- Junior: 60-89 credits completed – April 4-8
- Sophomore: 30-59 credits completed – April 11-15
- Freshmen: 0-29 credits completed – April 18-26

Spring 2022 Early Alert

Early Alert for the Spring 2022 term will take place from March 1-

7. Faculty/Instructional Staff will receive an email with a unique link to progress reports for classes in Navigate on Tuesday, March 1. More information about Early Alert is available [HERE](#).

Early Alert is a retention tool in that it helps to facilitate communication between instructors and students to promote student success. As a Faculty Advisor it is important to understand that an Early Alert is not a grade, but a warning. No grades are needed to provide an Early Alert. It is simply a way for an instructor to let a student know that what they are doing/not doing may put them at risk to fail the class.

Tell your advisees about Early Alert, including when and how they will receive alerts and most importantly why. Help your advisees understand that receiving an alert is important feedback from their instructor on their progress so far. Encourage students who receive an alert to follow up with the instructor for more information. When you see Early Alerts (called Progress Reports in Navigate) for your advisees, take the opportunity to check-in with the student about the challenges they are having in the course.

UARC Virtual Advising Appointments Now in Zoom

Oshkosh campus students with an assigned UARC advisor can choose to meet with their advisor in-person in the UARC or virtually via Zoom. This is a change from our previous appointment platform MS Teams. Students receive information via email about setting up an advising appointment in Navigate.

For students with faculty advisors – encourage these students to attend a Same Day Service (SDS, formerly Drop-In advising) if they have additional questions after meeting with their Faculty Advisor. Hours for Same Day Service can be found [HERE](#).

UWO Advising Model is the [Total Intake Model](#)

- All students (first year/transfer/re-entry) begin their advising with a Professional Advisor in the UARC
- Students transition to a Faculty Advisor upon meeting the departmental criteria set for the major(s) declared (each academic department has an advising plan that includes the criteria for a student transitioning to a Faculty Advisor)
- Students transition BACK to the UARC if they become undeclared/change majors or are in academic trouble

As Faculty Advisors, the beginning of a new semester means it is likely that you have been assigned new advisees. Now is a great time to check your list of assigned advisees in Navigate and send them a welcome email ([sample welcome letter](#)). Let them know how to set up an advising appointment with you and what your expectations are for the advising relationship.

For assistance in using Navigate for Faculty advising – [click here](#).

Start with a PAL - Refer your Students

- Do your students have questions about their academic plans?
- Unsure if they should add or drop a USP class?
- Do they need some assistance with planning sheets or understanding their academic requirements/Advisement Report?
- Don't wait for an answer, start with a PAL!

PALs are Peer Advising Liaisons, and they are highly trained to assist with academic questions. They partner with Academic Advisors in the UARC to provide accurate information quickly. They are accessible in person and by phone Monday-Friday 8:00 a.m. to 4:30 p.m. Connect with a PAL in the Student Success Center Suite 202 or by calling 920-424-1268. Voicemails are checked and returned every hour.

Brought to you by the UARC Faculty Advisor Development (FAD) workgroup
Send feedback to: whalleye@uwosh.edu

The Advisory Council for Comprehensive Academic Advising
<http://www.uwosh.edu/accaa>

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<https://uwosh.edu/advising/for-faculty-advisors/newsletters/>