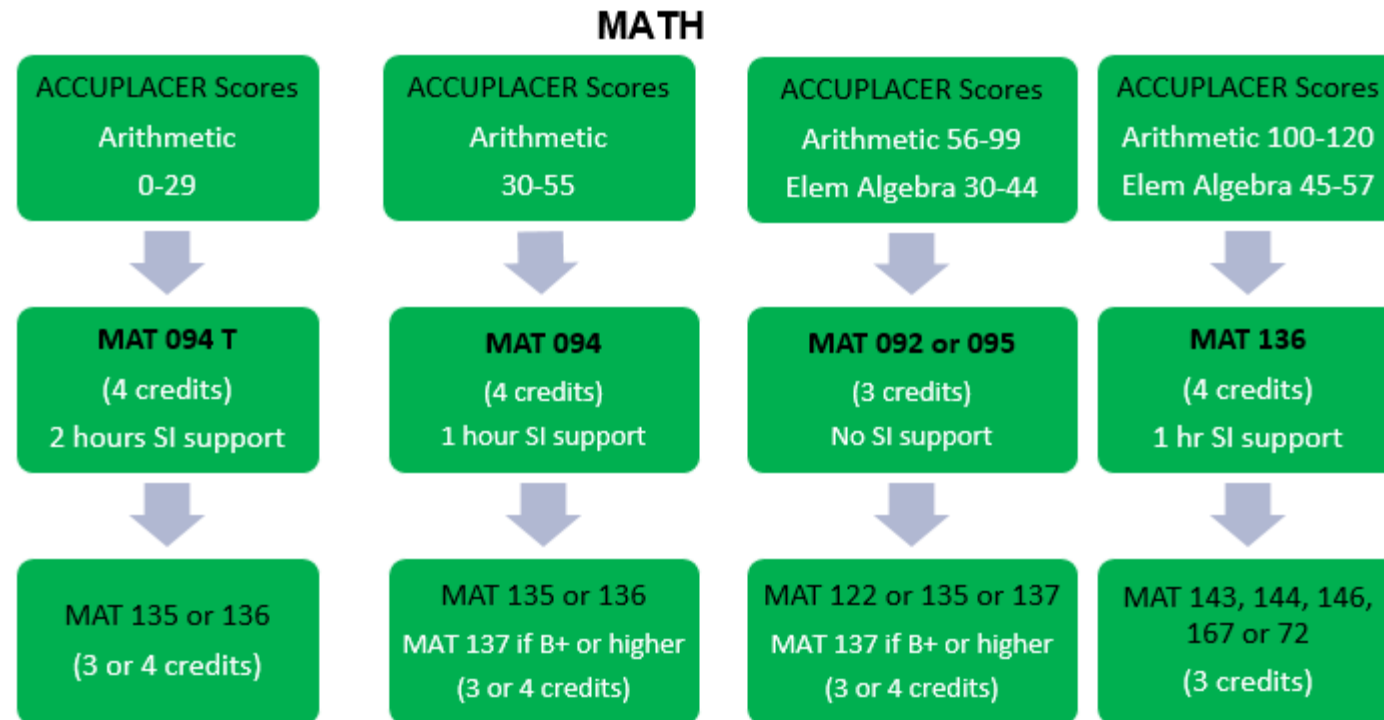


April 2016

## SUGGESTED DEVELOPMENTAL COURSE FLOW FOR MATH



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Call us at (203) 575-8025 or stop by the CAPSS Office for more information!

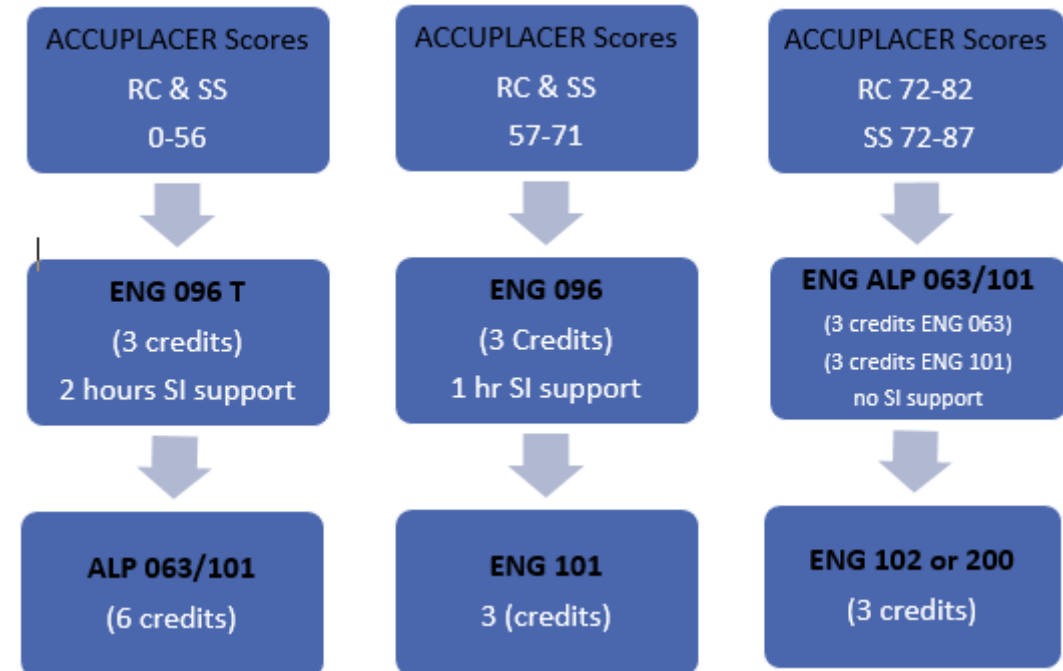
## CHANGES IN DEVELOPMENTAL COURSE FLOW FOR ENGLISH

# March 2016



➤ **ENG 063 is not offered in Fall 2016 as a stand-alone course**

- Students who have not yet taken English will follow the paths listed below based on their Accuplacer scores.
- Students who are enrolled in ENG 063 and pass with a C grade or better will take ENG 101. Students who receive a C- grade or lower will take ENG ALP 063/101.



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# March 2016



## Resources for Advisors

Check the CAPSS webpage for advising forms, program sheets, core requirements for students entering prior to Fall 2015 and students entering Fall 2015 or later, and more.

NV.edu

- ▶ Student Life tab
- ▶ CAPSS (counseling/advising)
- ▶ Academic Advisor Resources

OR Copy/paste into web browser:

<http://www.nv.edu/Student-Life/CAPSS-Counseling-Advising/Academic-Advisor-Resources>

## Registration Dates

- ▶ Registration for continuing students begins **April 1<sup>st</sup>** for Summer 2016
- ▶ Registration for continuing students begins **April 5<sup>th</sup>** for Fall 2016



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March 2016



## TAP PATHWAYS

Please join us for discussion and Q & A on the TAP system-wide transfer programs with BOR TAP Co-Managers, Ken Klucznik and Candace Barrington on ***Monday, March 14<sup>th</sup> at 1:00 pm in K715.***

For more information on TAP pathways, cut and paste into web-browser :  
<http://www.ct.edu/initiatives/tap#pathways>



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# March 2016

## Who, What, & When

Please re-check your list of advisees for new or reassigned students.

1. Log into <http://my.comnet.edu>
2. Select Banner Student & Faculty Self Service
3. Select Faculty/Advisor Services
4. Select Advisee List (may take a few minutes to populate)

## March is Advising Month

- ✓ Encourage students to meet with you **early** to plan courses for best selection of instructors, days, and times
- ✓ Registration for continuing students begins **April 1<sup>st</sup>** for Summer 2016
- ✓ Registration for continuing students begins **April 5<sup>th</sup>** for Fall 2016



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# February 2016



## Your list of advisees is visible in Web Banner

### How to Find Your Advisees in 4 steps

1. Log into <http://my.comnet.edu>
2. Select Banner Student & Faculty Self Service
3. Select Faculty/Advisor Services
4. Select Advisee List (may take a few minutes to populate)

### I have my advisee list, now what?

You can email students from mycommnet or export to Excel and use mail merge.

### Information to include in email. Sample emails attached.

- ✓ Remind new and continuing students to meet with you prior to registering for the fall or summer semesters
- ✓ Provide contact information including office phone number and location
- ✓ Provide office hours and any times you might be setting aside for advising
- ✓ Provide an alternative if advisees are unable to meet with you (e.g. Division Director's office, as appropriate)



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# January 2016

## Welcome Back Faculty Advisors!



Hope you had a restful break. We are still registering students although the semester has officially begun.

- ❖ Last day to add/swap classes is Friday, January 29<sup>th</sup>
- ❖ Late Start classes begin on Thursday, February 4<sup>th</sup>

Reminder- the last day to use financial aid at the bookstore is February 8<sup>th</sup>.



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