



LTU Advising Checklist for Students

Important Dates and Deadlines:

Attend advising appointment by: _____

My registration date: _____

Semester begins: _____

- Plan and attend regular appointments on time with your advisor each semester
 - Come prepared for advising appointments (eg., program flowchart, planning worksheet, and a list of courses you're interested in taking the following semester)
 - Prepare a tentative schedule
 - Bring a list of your current courses with expected grades for each
 - Gather all relevant decision-making information
 - Clarify personal values and goals
 - Become knowledgeable about course prerequisites, college programs, policies and procedures
 - Complete all "to do's" recommended by your advisor
 - Prepare a list of questions, and ask questions during the meeting if you do not understand an issue or have a specific concern
 - Take responsibility for exploring career options
 - Seek opportunities that are consistent with areas of interest
 - Review DegreeWorks audit and graduation requirements frequently for accuracy.
- Print and bring a copy to your advising appointment
- Keep a personal record of your progress toward meeting your goals
 - Review course catalog and course descriptions
 - Make sure your 'holds' are cleared prior to registration. Access this through your Banner Web account.
 - ACCEPT and take responsibility for your decisions and your education

Important Reminders:

- WF Policy: a WF grade indicates failure due to non-attendance. It counts in the GPA as an “F” grade. Please check the registrar’s website for dates and policies on withdrawing from a course if you do not plan on attending. https://www.ltu.edu/registrars_office/add-drop-withdrawal-period.asp
- Academic standing requires a 2.0 GPA or above. To remain in good academic standing, a student must maintain a minimum 2.0 semester GPA. Please note, certain programs require a GPA of 3.0 to advance into the graduate portion of the curriculum.
- Financial Aid recipients: You will need to maintain a 2.0 GPA or above and successfully complete 67 percent of credits you are enrolled in by the financial aid lock-in date in order to maintain satisfactory academic progress for financial aid.
- Policies and procedures: Please see the Academic Honor Code.

Additional Questions:

If you have any additional questions please contact the University Advising Center at advisor@ltu.edu