SUPPORTING YOUR STUDENT THROUGH ACADEMIC PLANNING AND COURSE REGISTRATION

TULANE FAMILY WEBINAR
NOVEMBER 1, 2023
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College Advising
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PARENT SUPPORT IN REGISTRATION

After tonight, you will know:

• Our Advising Model
• Advisor role in registration
• Student role in registration
• Understand when students register
• What technology students will engage during registration
• How to support students before, during, and after registration
• What resources are available to students
Multi-Team Approach to Advising Support

• First Year Advising Team
• Core Advising Team
• Major Advisor
• Pre-Professional Advising
• Fellowship Advising
• Career Advisor and Educator
• Success Coach
• Peer Advisors & Mentors
• Tutors
ADVISOR ROLE IN REGISTRATION

- Core curriculum
- Major exploration
- Watching for balance
- Course & curriculum recommendations
- Referrals
<table>
<thead>
<tr>
<th>Group</th>
<th>Date</th>
<th>Max. Earned Credits</th>
<th>Min. Earned Credits</th>
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<tr>
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<td>11/6/23</td>
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<td>School of Social Work</td>
<td>11/6/23</td>
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<td>Athletes</td>
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<td>Newly Admitted NTC Students</td>
<td>6/1/24</td>
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**QUICK FACTS**
- Based on number of earned credits
- Does not include AP OR IB
- Cannot be altered
- Time ticket does not close until week 2 of next semester!
WHERE TO FIND SCHEDULE OF CLASSES & DEGREE AUDIT

✓ Gibson online
✓ Select "Student" tab
✓ Schedule of Classes is located on lefthand side
✓ Degree Audit is located under your Academic Advisors name
BREAKING DOWN THE SCHEDULE OF CLASSES

QUICK NOTE

- There will be a banner in the schedule of classes that displays YOUR registration time.
IMPORTANT TERMINOLOGY

**Course:** the course code
- CHEM 1080
- MATH 1210
- SISE 2010

**Title:** name of the class
- General Chemistry I
- Calculus I
- Social Innovation and Social Entrepreneurship

**Curriculum Requirements**
- Directly lines up with Degree audit (more on that later)

**Status**
- Change to "open" to see only classes that have seats available
## UNDERSTANDING THE COURSE DESCRIPTION

### Co-requisite
- Must be registered with
  - e.g. labs, discussions, service learning
- Click on the hyperlink to go directly to class

### Attributes
- Represents what core curriculum will be satisfied through class (may not always meet all listed)

### Course Notes
- May have important message about course
  - Co-requisites, Prerequisites
  - Register for course in department

### Days
- MW – Monday/Wednesday
- TR – Tuesday/Thursday
- T – Tuesday
- R - Thursday
- F – Friday

### Course Description Tables

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>CRN</th>
<th>Instructor</th>
<th>Credit Hours</th>
<th>Max Seats</th>
<th>Avail. Seats</th>
<th>Wait List</th>
<th>Days</th>
<th>Type</th>
<th>Times</th>
<th>Bldg.</th>
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<td>Shom, Verse C.</td>
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<td>TR</td>
<td>Lecture</td>
<td>11:00AM - 12:15PM</td>
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**Co-Requisites:** SISE2890-11 Service Learning

**Course Restrictions:** Open to Undergraduate

**Attributes:** Race and Inclusion, Social & Behavioral Sci

**Course Notes:** Mandatory 20-hour service learning component SISE 2890-11.

<table>
<thead>
<tr>
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<th>Credit Hours</th>
<th>Max Seats</th>
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**Co-Requisites:** SISE2890-12 Service Learning

**Course Restrictions:** Open to Undergraduate

**Attributes:** Race and Inclusion, Social & Behavioral Sci

**Course Notes:** Mandatory 20-hour service learning component SISE 2890-12.
MAKING MOCK PLANNERS

Adding planners
- Select the "+" button at the top of course cart
- Feel free to rename them to match your goals

Adding multiple sections
- Some classes may be crucial to your major, plan your schedule around multiple times
  - Make a backup to your backup planner
  - Your planner will tell you where conflicts exist

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Course Cart
- Planner 1
- Planner 2

Conflict
- 53380 ECON-1020-03
- 59553 ECON-1020-01

Library
- 933A6 GESS-1900-01
- 933A7 GESS-1900-02

Total Hours (26)
Submit registration
- Cannot submit registration when yellow error messages are present
- Check current schedule tab for accuracy

Registration Status
- Add
- Remove
- Waitlist
WHAT MAY STOP REGISTRATION: HOLDS

Who To Contact Regarding Holds
• Student Health Center holds (immunizations@tulane.edu)
• Accounts Receivable holds (acctrec@tulane.edu)
• Student Athlete Holds (email athletic advisor)
REMINDERS

- Enroll in 12+ credits to be considered full-time
- Allowed 17 credits max until 11/20, then 19 credits
- Connect with advising for feedback on your schedule
HOW TO SUPPORT YOUR STUDENT

• Help your student reflect on what classes they will enjoy and what they will excel in.
• Have conversations with your student about academic plans that may require additional time or expense. (e.g. summer school ideas, study abroad, etc.)
• Refer them to the Advising website or advisor email links to schedule an appointment
• Refer them to Advisor of the Day or Drop-In Advising for urgent and quick questions.
• Remind your students to be patient and flexible. Help your student manage their expectations and encourage them to seek help from advisors when they feel stuck
CONNECT WITH ADVISING

First Year Team Events:
• Registration Round Up
• First Year Webinars
• Midnight Advising
• Drop In Advising

Assigned advisor opportunities:
• Office Hours, varies
• 1-1 Appointments
• Email Questions
• Check in after registration

• https://advising.tulane.edu/connect
ADVISING DURING REGISTRATION

Drop-in at Mussafer Hall, Nov 6-17
• Peer Advising, 9-5
• All Team Advising, 9-4:30

Drop-In at the Hub Garage, Nov 13-17
• First Year Team, 9-4:30

Virtual Advisor of the Day
• All Team Advising, 9-4:30

• https://advising.tulane.edu/connect
ACADEMIC CALENDAR DATES

• 11/20-26 - Thanksgiving holiday

• 11/27 - Classes resume

• 12/8 - Last day of classes

• 12/9-12/10 - Study period

• 12/11-12/16 - Exam period

• 12/20 - Grades due for all students
OTHER HELPING PROFESSIONALS ON CAMPUS

• **Academic Learning & Tutoring Center**
  • Peer Tutoring
  • Writing Center
  • Supplemental Instruction

• **Success Coaching**
  • Task Management
  • Work/Life Balance
  • Executive Functioning

• **Case Management**
  • Victim Support
  • Complex non-academic issues

• **Counseling**
  • Primary concern: Mental Health
  • High anxiety, stress, traumatic event

• **Professor Office Hours**
  • Write out questions
  • Understand how they are grading
  • Understand material
  • Avoid asking only about grade

• **Career for Big Picture Decisions**
  • Pre-Professional Advisors
  • Career Coaches

• **Peer Support**
  • Academic Peer Advisors
  • Peer Career Advisors
  • Peer Success Leaders
  • Waveleaders & Tide Mentors