

# Supporting Your Student Through Academic Planning and Course Registration

**Tulane Family Webinar**

**October 30, 2024**



**TULANE UNIVERSITY**  
*Office of Family Programs*

# Presenter



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# Purpose of this webinar

This webinar will provide information, resources, and advice to help you support your students as they engage in academic planning and preparation for spring and summer course registration.

# Objectives

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Advising Model at Tulane

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Advisor role & responsibility in registration

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Student role & responsibility in registration

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How you can support your students

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Registration Reminders

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Resources

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Questions

# Advising Model at Tulane

- College Advising
- Success Coaching
- Career Coaching
- Study Abroad Advising
- Fellowship Advising

Newcomb-Tulane  
College



- First Year Advisors
- Core College Advisors
- Pre-Professional Advisors
- Peer College Advisors

College Advising



# Advisor Role in Registration



NTC Core  
Curriculum



Support  
Decision  
Making



Encourage  
Balance



Course  
Recommendations



Refer to  
Specialists,  
Schools,  
Majors, Minors



Connect with  
Resources

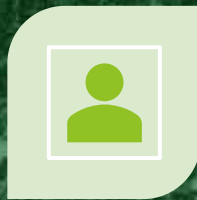


Address  
Registration  
Issues

# Student Role in Registration



IDENTIFY  
REGISTRATION TIME  
TICKET



ADDRESS  
REGISTRATION  
HOLDS



CONSULT ACADEMIC  
RESOURCES ACROSS  
CAMPUS



USE DEGREE WORKS  
AUDIT



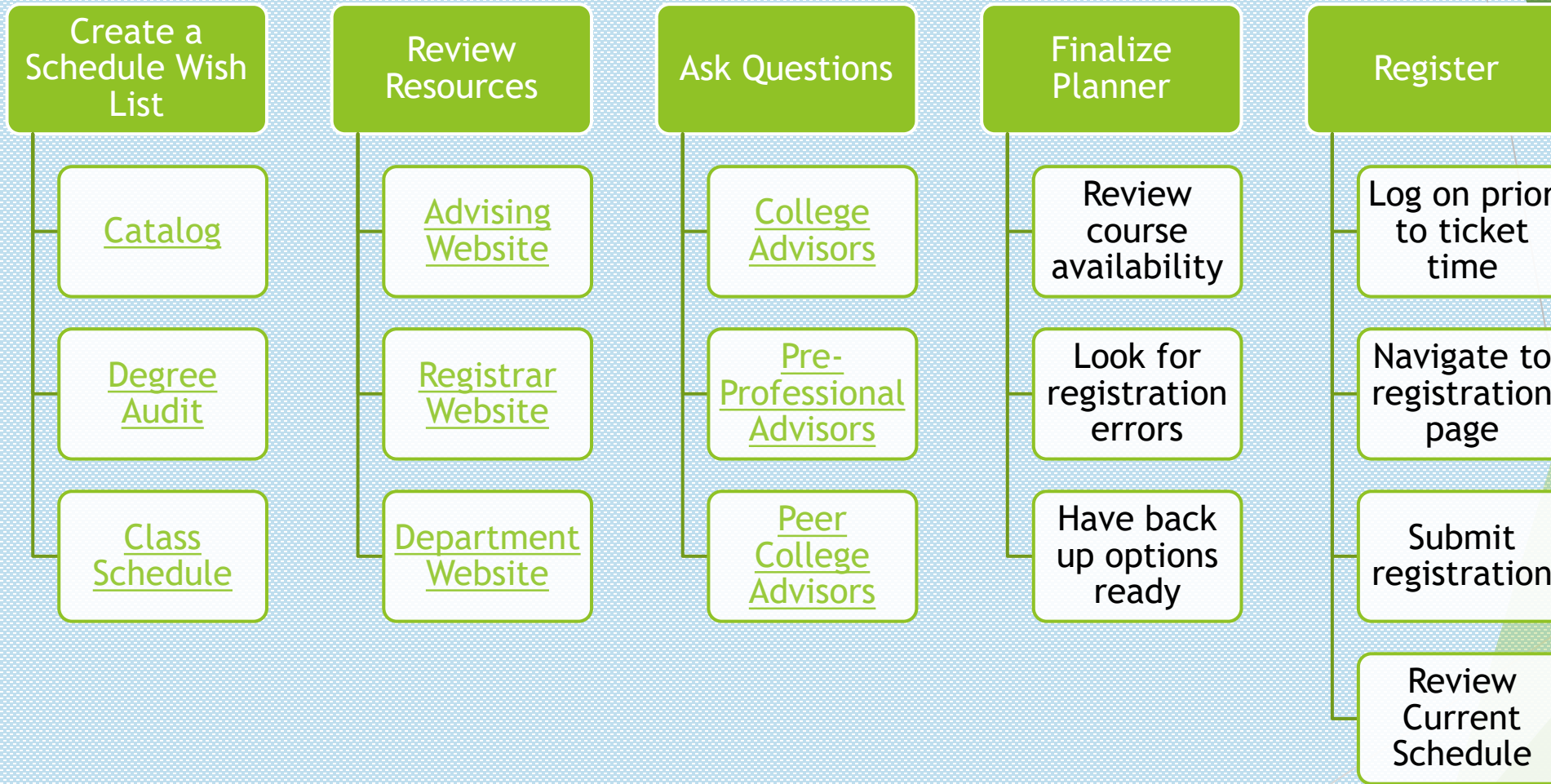
PREPARE PLANNERS &  
CLASS WISH LISTS



REGISTER ON TIME &  
BE FLEXIBLE!




# How to Prepare for Registration







# How To Support Your Students

- ▶ **Help your student reflect** on what classes they will enjoy and what they will excel in.
  - ▶ **Discuss academic plans** that may require additional time or expense—summer school, study abroad, unpaid internships.
  - ▶ **Refer them to College Advising** website for resources & appointment options.
  - ▶ Remind them of **Virtual Advisor or Drop-In Advising** for urgent and quick questions.
  - ▶ **Encourage flexibility & patience.** Help your student manage their expectations & encourage them to seek help from our entire team when they feel stuck.
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# Encourage Flexibility & Options

- ▶ Most majors/minors at Tulane are flexible and there is time to adjust over time & before the start of the semester.
- ▶ There is time between now and next semester. Stressing will not manifest better outcomes.
- ▶ Your student may make schedule adjustments during the first two weeks of the semester.



# Registration Reminders

- ▶ Priority Registration = Period during which registration opens
- ▶ Schedule changes allowed until add deadline
- ▶ Time Tickets are based on credits and cannot be changed
- ▶ Credit Minimum & Maximum
  - ▶ 12 credits or higher is full-time
  - ▶ May register for 17 credits at ticket time
  - ▶ Register for 19 credits after all student ticket times have opened (Nov 18)
- ▶ Waitlists
  - ▶ Only waitlist for up to 3 classes
  - ▶ Not available if already registered for another section of same course



# Where can students find the Advising Team?

WaveSync - their organization & event calendar online platform

Newcomb-Tulane College, Ofc of College Advising Events

The screenshot shows a search results page for 'Newcomb-Tulane College, Ofc of College Advising Events'. It features a search bar and a grid of event cards. The events include:

- First-Year Advising Office Hours** (The HUB): Wednesday, October 30 at 1:00PM CDT at The HUB Garage.
- Mindfulness Mondays**: Monday, November 4 at 12:30PM CST at LBC 209.
- Advising Drop-Ins** (Mussafer Hall, The HUB Garage, LBC, & Virtual Advising): November 11-15 from 1:00-4:00 pm.
- Late Night Advising**: Wednesday, November 13th 7-10 pm at The HUB Garage.



## Peer Advisors

Three peer advisor profiles are shown, each with a photo and a brief bio:

- Liza Cisneros (she/her)**: Liza is a Junior majoring in International Relations and Homeland Security. In addition to being a...
- Brynn Cross (she/her)**: Brynn is from Baltimore, Maryland. She is a junior majoring in Psychology. Outside of Peer Advising...
- Neisha Gilmore (she/her)**: Neisha is a junior at Tulane. She is a double major in Sociology and Social Policy & Practice while minoring in...

## Schedule Ahead

The screenshot shows a scheduling form for NTC College Advising. It includes a 'Submit' button and options for appointment type and meeting preference:

- How much time would you like? \***
  - 15
  - 30
- How would you like to meet with your advisor? \***
  - In-person
  - Virtual

## Calendly

- **1-1 Appointment:** Students schedule with their assigned advisor up to 2 weeks prior to appointment.
- **Virtual Advisor:** During Priority Registration period, a Virtual Advisor is available Monday-Friday, 1-4 pm.
- **Drop-In Events:** Students can find our upcoming drop-in events on [Wavesync](#).
- **Peer College Advisors (PCA):** Students drop-in to meet with a student PCA between 11am-5pm, Monday-Friday.

# Drop-In Advising

- All College Advisors will be available in-person, Nov 11-15th, 1-4PM.
- No appointment needed.
- Find us at locations across campus.
- Focus on quick questions & registration issues.
- Big picture conversations & schedule tweaks can be addressed in 1:1 appointments after priority registration.
- Leadership team on hand for current semester concerns & support.

**DROP-IN  
ADVISING**

**November 11th-15th  
1:00 pm -4:00 pm**

Available across campus:

1. Mussafer Hall
2. LBC
3. The Hub Garage

 Registration Resources Link

**TULANE**  
Newcomb-Tulane College  
College Advising

## Summer Classes & Planning

- ✓ Time to commit
- ✓ Goal-setting
- ✓ Investment
- ✓ Support

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Tulane Summer School

<https://summerschool.tulane.edu/>

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Tulane Summer Study Abroad

<https://cge.tulane.edu/appointment>

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Service-Learning Abroad

<https://cps.tulane.edu/academics/international-program>

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Undergraduate Research

<https://undergrad-research.tulane.edu/>

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Transferring Credit into Tulane

<https://advising.tulane.edu/resources/transfer-credit>

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Financial Aid

<https://summerschool.tulane.edu/financial-aid-0>

# Summer Opportunities information for students and their families

- ▶ If you are attending Wave'24, Tulane's Homecoming/Reunion/Family Weekend, and want to learn more about Summer '25 opportunities for courses, internships, research projects, service-learning, and study abroad, stop by the

## Summer Opportunities Fair

- ▶ Friday, November 8, 2024, 11:30 AM - 1 PM
- ▶ Kendall Cram Lecture Hall, Room 213, Lavin-Bernick Center for University Life (LBC)
  
- ▶ If you aren't able to join us, you can review the information on the [Summer Opportunities website](#).



# Resources

- [Degree Works Audit](#) found on Student Tab in Gibson:
  - <https://registrar.tulane.edu/degree-audit/degree-works-students>
- [University Catalog](#) for major/minor requirements:
  - <https://catalog.tulane.edu/>
- [Schedule of Classes](#) for course search & registration submission:  
<https://classschedule.tulane.edu>
- [Academic Calendars](#) to identify decision points:
  - <https://registrar.tulane.edu/academic-calendars/undergraduate>
- Offices that may place registration holds:
  - [Accounts Receivable](#):  
<https://studentaccounts.tulane.edu/contact-us>
  - [Student Health/Immunization](#):  
<https://campushealth.tulane.edu/about/policies/registration-holds>

# End of Semester Reminders

## Academic Calendar Dates

- ▶ Nov 4 - Registration for Spring 2025 begins
- ▶ Dec 6 - Last day of classes
- ▶ Dec 9-14 - Exam period
- ▶ Dec 18 – Grades Due from professors so they can be posted by the Registrar to students' Gibson portals

<https://registrar.tulane.edu/academic-calendars/undergraduate>

# Questions?

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