



ACADEMIC ADVISING

**PRESENTED BY
THE UNIVERSITY ADVISING CENTER**

WHAT WE WILL COVER



University Advising
Center (UAC)



Academic Advising



Understanding Your
Degree Requirements



Advising
Tools/Resources

UNIVERSITY ADVISING CENTER (UAC)



Office Location:

Student Engagement Center Room 3120

Phone:

210-805-5814

Email:

advising@uiwtx.edu

Normal Office Hours:

Monday - Thursday:

8:00 am – 6:00 pm

Friday

8:00 am – 5 pm

Click [here](#) to access the UAC's website

ADVISING SERVICES



Add/Drop/Registration of courses



Academic Changes



Class Absence Notification



Explanation Degree Requirements



Explanation of university policies and procedures



Major Exploration



Referral to Other Student Support Service Offices



ACADEMIC ADVISING

Academic Advisors at UIW are here to guide you on your academic path from orientation to graduation! Your Academic Advisor will assist you in identifying and achieving your academic, career, and personal goals. Additionally, they will help you understand degree/graduation requirements and explain university policies and procedures. Lastly, they will provide academic guidance in order to keep you on track for graduation and can connect you to campus programs and resources.

- You are assigned an Academic Advisor based on your program of interest. Advisors work for a specific college and advise exclusively on the major(s) within that college.
- You will be assigned to an academic advisor no later than the third week of the start of the Fall 2020 semester.* We encourage you to meet with your academic advisor at least once each semester.
- Additionally, if you are a student athlete you will be assigned to an athletic advisor, depending on your sport, for additional support.

*Contact the UAC for advising questions/concerns prior to being assigned your academic advisor.

FIND YOUR ADVISOR

- Log onto **Cardinal Apps**
- Click the **Cardinal Apps - Banner** tab
- Then click the **Banner 8 Self Service** icon
- Select **Student Services** tab
- Select **Student Records**.
- Select the current term (*Spring 2021*) and click **Submit**.
- Select **Student Information**.
- Your advisor's name can be found next to the **Primary Advisor** field
- To find your advisor's contact information, use the **UIW Directory** link at the top of the page



As a student, it is your responsibility to know degree requirements and courses required for graduation, as well as comply with university policies, procedures and deadlines. You are expected to be an active participant in planning your education — you should come prepared to advising meetings, ask questions and be on time to your appointments.

ADVISING SYLLABUS



University Advising Center 2020 - 2021 Advising Syllabus

Office Location: Student Engagement Center, Room 3120
Office Hours: Monday – Friday 8:00 am – 5:00 pm
Office Phone: 210-805-5814
Email/Website: advising@uiwtx.edu / <http://www.uiw.edu/advising/>

WELCOME TO THE UAC AT THE UNIVERSITY OF THE INCARNATE WORD!

Academic advising is an educational process that, by intention and design, facilitates students' understanding of the meaning and purpose of higher education and fosters their intellectual and personal development toward academic success and lifelong learning. (NACADA, 2004)

In cooperation with university faculty, the mission of the University Advising Center (UAC) is to assist students in discovering their abilities, values, interests and limitations in the context of higher education. We accomplish this by collaborating with students to develop effective decision making skills and realistic goals consistent with their career choices and the realities that they will encounter in the world of work.

The UAC serves as the primary advisor to undeclared transfer, transient and non-degree seeking students. Additionally, the UAC provides supplemental advising to declared transfer students, probation students, and any students needing additional help after meeting with their assigned faculty or professional advisor. Professional Advisors serve as the primary advisor for lower classmen and secondary advisor for upperclassmen within their discipline.

UAC STAFF/PROFESSIONAL ADVISORS

Kedra Grant-Brinkley
 Director, UAC
 Academic Advisor
 Art, Cultural Studies, English, History,
 Music, Philosophy, Religious Studies,
 Spanish, Theatre Arts
 210-829-3927/SEC 3120
kgrant@uiwtx.edu

Janie Rios
 Administrative Assistant
 210-805-5814/jarios1@uiwtx.edu

Charles Puente
 Education Advisor
 210-283-6321/SEC 3120
cpuente@uiwtx.edu

Karina Johnson
 Biology Advisor
 210-829-3863/SEC 3120
kjohns1@uiwtx.edu

Rochelle Ramirez
 School of Media and Design Advisor
 210 805-3004/AD 419
r Ramirez2@uiwtx.edu

Megan York
 Social Sciences Advisor
 Criminal Justice, Political Science, Psychology &
 Sociology
 210-841-7238/AD 163/homan@uiwtx.edu

Haley Ayres
 Business Advisor
 210-930-8014/GB 206/ayres@uiwtx.edu

Gloria Ramos-Cortes
 Business Advisor
 210-805-5831/GB 204/gramos@uiwtx.edu

Dora Garner
 Academic Advisor
 Engineering, Math & Statistic, Biochemistry
 Broadcast Meteorology, Chemistry, Environmental
 Science, Meteorology and Nutrition, except Biology
 210-805-5831/SEC 3120/dgarzatr@uiwtx.edu

Candace Gonzalez
 Pre-Pharmacy Advisor
 210-829-2703/CH 14/cmgonza4@uiwtx.edu

Dave Kincaid
 Vision Science Advisor
 210-283-6854/CH 14/dkincaid@uiwtx.edu

Pending Advisor
 Nursing Advisor
 210-283-6322/NB 112
Pending@uiwtx.edu

Natalie Hernandez
 Academic Advisor
 Community Health, Kinesiology, Nuclear
 Medicine Science & Rehabilitative Science
 210-829-3926/SEC 3120
nhernan@uiwtx.edu

Stephanie Hamilton
 Athletics Academic Advisor, UAC
 210-283-6338/ SEC 3120
sjhamilt@uiwtx.edu

Kristen Bates
 Athletics Academic Advisor, UAC
 210-283-6338/SEC 3120
kbates@uiwtx.edu

Garrett Hotchkiss
 Athletics Academic Advisor, UAC
 210-283-6328/SEC 3120
hotchkis@uiwtx.edu

STUDENT - ADVISOR PARTNERSHIP

Both students and advisors have clear responsibilities for ensuring the advising partnership is successful.

EXPECTATIONS OF STUDENTS	EXPECTATIONS OF ACADEMIC COUNSELORS
<ul style="list-style-type: none"> Accept responsibility for your decisions and actions. Proactively make regular contact with your advisor each semester. Keep a personal record of your academic progress. Become knowledgeable of UIW curriculum, graduation requirements, policies and procedures. Be aware of important deadlines/dates each semester. Be honest, open and be willing to share any struggles that are affecting your academic progress. Be willing to accept the help we can offer when necessary. Check your Cardinal Mail regularly. 	<ul style="list-style-type: none"> Be accessible for meeting with advisees via office hours for advising, telephone or email. Understand and effectively communicate UIW curriculum, graduation requirements and policies and procedures. Refer you to appropriate resources/services. Maintain confidentiality. Listen carefully to your questions, comments and concerns. Guide you in making course and major decisions.

STUDENT LEARNING OUTCOMES:

Through the advising experience, students will:

- Select their major based on their interests, abilities and career goals.
- Demonstrate knowledge of degree requirements and the ability to select courses each semester to progress towards fulfillment of their educational plans in a timely manner.
- Develop an understanding of UIW academic policies and procedures and how these policies and procedures impact their educational progress.
- Effectively utilize technology resources to assist in educational planning and course registration.
- Be able to identify and effectively use campus resources and services that can be used to assist them in achieving their academic, personal and career goals.
- Understand the importance of co-curricular programs for supporting and promoting their educational and life goals.

RESOURCES

There are a number of resources and services available on campus to aid you in your academic success. Visit the University Advising Center's website for additional information at <http://www.uiw.edu/advising/student-resources.html>.

ADVISING SYLLABUS

2020-2021 ADVISING CALENDAR

<p>Summer 2020 New Students: Attend an orientation session and review your degree checklist and class schedule with an advisor. Be sure official transcripts are sent to UIW. Returning Students: Be sure official transcripts are sent to UIW if you attended summer school anywhere else.</p>	<p>August 2020 All Students: Be sure to purchase your material for your classes and check your cardinal mail daily. <ul style="list-style-type: none"> • August 24th - Fall 2020 UG classes begin • August 24th - Late Registration a \$50 fee charged for Fall 2020 • August 28th - Last day to apply for December 2020 graduation without a \$150 late fee </p>
<p>September 2020 All Students: Be aware of drop dates and other deadlines. Returning Students: Use this time to reconnect with your advisor and let them know how your classes are going. New Fall Students: You should receive your advisor assignment by the third week in September. Be sure to introduce yourself and let them know how your classes are going. <ul style="list-style-type: none"> • September 1st - Last day to register, add, drop or withdraw 100% for Fall 2020 </p>	<p>October-November-December 2020 All Students: Meet with your advisor to plan for the spring semester. Be sure that there are no holds on your account that would prohibit you from registration. <ul style="list-style-type: none"> • October 1st - Last day to apply for May 2021 graduation without a late fee • October 12th - Early Alert grades available in Bannerweb for 0000-2000 level courses. • October - Advising Period Spring 2021 TBA • November 9th - 13th - Registration for Spring 2020 • December 4th - Last day to drop a class with a W or Withdraw for Fall 2020 • December 5th - 11th Finals Week <p>Check your final grades to ensure you do not need to adjust your Spring 2021 schedule.</p> </p>
<p>January 2021 All Students: Contact your advisor if you have questions or concerns about your fall semester grades or if you need to change your class schedule. <ul style="list-style-type: none"> • January 11th - Spring 2021 classes begin • January 11th - Late Registration a \$50 fee charged for Spring 2021 • January 15th - Last day to apply for May 2021 graduation without a \$150 administrative late fee • January 19th - Last day to register, add, drop or withdraw 100% for Spring 2021 </p>	<p>February 2021 All Students: Be aware of drop dates and other deadlines. Returning Students: Use this time to reconnect with your advisor and let them know how your classes are going. New Spring Students: You should receive your advisor assignment by the third week in February. Be sure to introduce yourself and let them know how your classes are going.</p>
<p>March-April 2021 All Students: Meet with your advisor to plan for your summer/fall semester(s). Be sure that there are no holds on your account that would prohibit registration. <ul style="list-style-type: none"> • March 1st - Early Alert grades available in Bannerweb for 0000-2000 level course. • March - Advising Period Fall 2021- TBA • April 12th -16th - Registration for Summer/Fall 2021 • March 1st - Last day to apply to August 2021 graduation without a \$75 late fee </p>	<p>May 2021 All Students: If you plan on taking summer classes somewhere other than UIW be sure to submit a request to study at another institution form to the registrar's office. <ul style="list-style-type: none"> • April 30th - Last day to drop a class with a W or withdraw for Spring 2021. • May 1st - Last day to apply to December 2021 graduation without a late fee • May 3rd-7th - Finals Week <p>Check your final grades to ensure you do not need to adjust your Summer 2021 and/or Fall 2021 schedule(s).</p> </p>

FOUR YEAR ADVISING GUIDE

The following guide will assist you as you advance through your degree. Keep in mind you will have to make decisions about your goals and objectives. Your advisor will not make these decisions for you but will provide you with the most accurate information available and will work with you to create a realistic plan to accomplish your educational and career goals.

FRESHMAN YEAR (0-29 credit hours)

- Explore values, skills, and interests related to academic and career goals.
- Begin developing effective time management skills and work on improving or learning effective study habits skills.
- Get to know your academic/professional advisor.
- Familiarize yourself with degree requirements, responsibilities and university policies. Refer to the degree sequence for your major, undergraduate bulletin and student handbook for specific details.
- Use multiple resources to maximize your undergraduate experience (advisor, student orgs, tutoring, study groups, etc.).
- Visit **Career Services** to check out available career resources, assistance with work-study positions and help identifying potential majors. Begin to develop a resume and have it reviewed.
- Get involved in student organizations, campus activities, and community events that you find interesting and that are related to your career goals.
- Complete **15 hours** towards your **Community Service** requirement and document your hours online through Cardinals apps> [givePulse](#)-Community Service.

SOPHOMORE YEAR (30-59 credit hours)

- If you still have not chosen a major, visit Career Services to take a career assessment.
- Continue to build your resume.
- Continue to follow your four year degree sequence.
- Seek internships, research, study abroad, and or co-op opportunities.
- Stay involved!
- Complete **15 hours** towards your **Community Service** requirement and document your hours online through Cardinals apps [givePulse](#)-Community Service.

JUNIOR YEAR (60-89 credit hours)

- Get involved in undergraduate research, internships or co-op.
- Keep updating your resume.
- Attend the annual Career Fair (Many employers are seeking interns and part-time employees).
- Research career options and graduate programs.
- Continue to follow your four year degree sequence.
- Complete your **remaining 15 hours** towards your **Community Service** requirement and document your hours online through Cardinals apps> [givePulse](#)-Community Service.

SENIOR YEAR (90+ hours)

- Apply for Graduation.
- Finalize career/postgraduate plans.
- Request letters of recommendation from faculty/other professionals that you have built rapport with allowing ample time for completion.
- Take graduate exams, if needed (i.e. LSAT, GRE, GMAT, MCAT).
- Utilize Career services to improve interview skills, resume techniques and continue job searching.
- Apply for graduate/professional school.
- Submit resumes, begin interviewing.

Click [here](#) to download a pdf copy of the Advising Syllabus

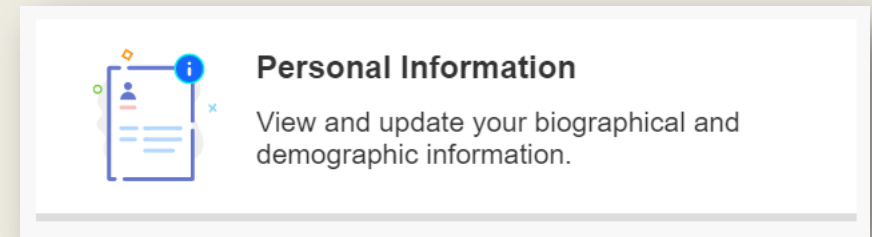
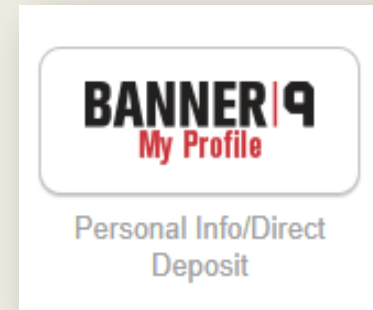
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

- In compliance with FERPA, The University of the Incarnate Word will not release student records, such as academic information, student account information or financial aid information to parents/guardians, spouse or others unless permission is given by the student.
- To allow access you will need to authorize the individual(s) as a proxy.

Click [here](#) for more information about Proxy Access.

BANNER 9 MY PROFILE

- Each semester make sure your contact information is up to date.
- This includes your:
 - Telephone number
 - Address



Click [here](#) to access instructions on how update your contact information.



UNDERSTANDING YOUR DEGREE REQUIREMENTS

MATH PLACEMENT

- Placement in mathematics courses is based on the Admission's Office evaluation of students' ACT, ACCUPLACER, SAT or TSI scores according to the Mathematics Department guidelines.
- Students that do not meet the minimum required test score will be required to:
 - 1.) Take developmental math (MATH 0320 Intermediate Algebra) and earn a C or better before taking their college level Math.
or
 - 2.) Try to test out of the developmental math requirement by completing ALEKS Placement, Preparation and Learning (PPL).
- Please note: Developmental courses from other institutions are not transferrable. You will be required to take MATH 0320 or ALEKS to place into your college level Math.

Click [here](#) for details about ALEKS PPL.

**DEGREE
WORKS**

Degree Audit

STAY ON TRACK OF YOUR DEGREE PROGRESS

Click [here](#) to download instructions to access Degree Works

The screenshot shows the 'Academic Degree Audit' report for student A000760Z as of 12/12/2019 at 23:40. The report is titled 'Ellicott Degree Works Report' and 'Academic Degree Audit'. It includes a 'Student View' section with the following details:

Student	College	Col of Humanities/Arts/Soc Sci	Graduation Application [Y/N]	N
ID		Undergraduate		
Level	Freshman	Degree	Bachelor of Arts	Sport
Advisor		Major	English	
Overall GPA	0.00	Concentration		
Academic Standing		Minor		
Hold		Concentration		

The 'Degree Progress' section shows a progress bar for 'Requirements' at 0%. Below this, a note states: 'The degree requirements bar is an estimate based on the requirements listed below; it neither guarantees nor serves as official notification of degree completion. Contact your academic advisor for assessing degree completion status. NOTE: Degree Works Academic Audits are available for only the more recent undergraduate and graduate catalogs, and not for UIW professional schools. If your audit returns an error message, please contact your academic advisor for a degree audit. You can also run a WhatIf Audit under one of the available catalogs.'

The 'Degree in Bachelor of Arts' section shows a progress bar at 0% and lists several requirements:

- Minimum 120 Total Credit Hours Required: Reason: 120 credit hours are required. You currently have 0, you still need a minimum of 120 more credit hours and successful completion of all graduation requirements.
- Minimum 36 upper-division credit hours required: Reason: 36 upper-division credit hours are required. You currently have 0, you still need a minimum of 36 more.
- Minimum credits taken at the University of the Incarnate Word: Reason: Minimum credits taken at the University of the Incarnate Word: You have 0 but still need a minimum of 45 credits.
- 36 of the last 45 credit hours must be taken at UIW: Reason: Last credits at the University of the Incarnate Word: You have 0 but still need a minimum of 36 credits.
- A minimum GPA of 2.0 is required: Reason: Still Needed: When your first term is graded, your cumulative GPA will be calculated. If this GPA falls below 2.0 it is important to see an advisor to make plans for raising your GPA.
- Main Campus Core Curriculum Requirements: Reason: Still Needed: See Core Curriculum section
- Community Service Requirement: Reason: Still Needed: See Community Service Requirement section
- Major Requirements: Reason: Still Needed: See Major in English section

The 'Core Curriculum' section shows a progress bar at 0% and lists several requirements:

- Minimum 43 General Education Core Credit Hours Required: Reason: 43 credit hours are required. You currently have 0, you still need a minimum of 43 more credit hours and successful completion of all graduation requirements.
- English Composition I (grade of C or better): Reason: Still Needed: 1 Class in ENGL 1311* or 1311L
- English Composition II (grade of C or better): Reason: Still Needed: 1 Class in ENGL 1312* or 1312H*
- World Literature: Reason: Still Needed: 1 Class in ENGL 2310* or 3310H* or @ @ ATTRIBUTE = LTR

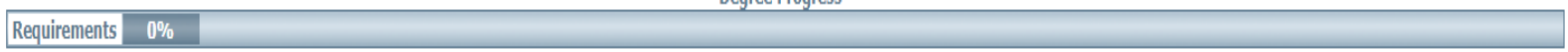
Student ID	⏪ ◀ Name ▶ ⏩	Degree	Major	Level	Student Class Level	Last Audit	Last Refresh
<input type="text"/>	<input type="text"/>	BA ▼	English	UG	FR	05/12/2020	05/12/2020 at 10:47 pm

Academic Degree Audit

Student View A0008bte as of 05/12/2020 at 23:18

Student		College	Col of Humanities/Arts/Soc Sci	Graduation Application [Y/N]	N
ID		Level	Undergraduate	Catalog Term	Fall 2020
Classification	Freshman	Degree	Bachelor of Arts	Sport	
Advisor		Major	English		
Overall GPA	0.00	Concentration			
Academic Standing		Minor			
Hold					

Degree Progress



The degree requirements bar is an estimate based on the requirements listed below; it neither guarantees nor serves as official notification of degree completion. Contact your academic advisor for assessing degree completion status.

NOTE: Degree Works Academic Audits are available for only the more recent undergraduate and graduate catalogs, and not for UIW professional schools. If your audit returns an error message, please contact your academic advisor for a degree audit. You can also run a WhatIf Audit under one of the available catalogs.

Degree in Bachelor of Arts

Credits Required: 120

Credits Applied: 0

<input type="checkbox"/> Minimum 120 Total Credit Hours Required	Still Needed: 120 credit hours are required. You currently have 0, you still need a minimum of 120 more credit hours and successful completion of all graduation requirements.
<input type="checkbox"/> Minimum 36 upper-division credit hours required	Still Needed: 36 upper-division credit hours are required. You currently have 0, you still need a minimum of 36 more.
<input type="checkbox"/> Minimum credits taken at the University of the Incarnate Word	Still Needed: Minimum credits taken at the University of the Incarnate Word: You have 0 but still need a minimum of 45 credits.
<input type="checkbox"/> 36 of the last 45 credit hours must be taken at UTW.	Still Needed: Last credits at the University of the Incarnate Word: You have 0 but still need a minimum of 36 credits.
<input type="checkbox"/> A minimum GPA of 2.0 is required	Still Needed: When your first term is graded, your cumulative GPA will be calculated. If this GPA falls below 2.0 it is important to see an advisor to make plans for raising your GPA.
<input type="checkbox"/> Main Campus Core Curriculum Requirements	Still Needed: See Core Curriculum section
<input type="checkbox"/> Community Service Requirement	Still Needed: See Community Service Requirement section
<input type="checkbox"/> Major Requirements	Still Needed: See Major in English section

■ Core Curriculum		Credits Required: 43	Credits Applied: 0
<input type="checkbox"/> Minimum 43 General Education Core Credit Hours Required	Still Needed:	43 credit hours are required. You currently have 0, you still need a minimum of 43 more credit hours and successful completion of all graduation requirements.	
<input type="checkbox"/> English Composition I (grade of C or better)	Still Needed:	1 Class in ENGL 1311* or 1311L	
<input type="checkbox"/> English Composition II (grade of C or better)	Still Needed:	1 Class in ENGL 1312* or 1312H*	
<input type="checkbox"/> World Literature	Still Needed:	1 Class in ENGL 2310* or 3310H* or @ @ with Attribute LITR	
<input type="checkbox"/> Fine Arts Electives	Still Needed:	3 Credits in ARTH 1000:4999 or ARTS 1000:4999 or DANC 1000:4999 or ENGL 2375* or 3375* or 4375* or MUAP 1000:4999 or MUSI 1000:4999 or THAR 1000:4999 or @ @ with Attribute FINE	
<input type="checkbox"/> Introduction to Philosophy	Still Needed:	1 Class in PHIL 1381 or 1381H or @ @ with Attribute PHIL	
<input type="checkbox"/> Religious Studies	Still Needed:	1 Class in RELS 1305 or 1315 or 1325 or 1327H or 1335 or @ @ with Attribute RELG	
<input type="checkbox"/> Advanced Philosophy or Religious Studies	Still Needed:	1 Class in PHIL 3000:4999 or RELS 3000:4999 or @ 3000:4999 with Attribute PHILwith Attribute RELG <u>Except</u> PHIL 3000:4999 with Attribute NOAD or RELS 3000:4999 with Attribute NOAD	
<input type="checkbox"/> History	Still Needed:	1 Class in HIST 1311 or 1312 or 1321 or 1322 or 3310H or @ @ with Attribute HIST	
<input type="checkbox"/> Introduction to Psychology (grade of C or better)	Still Needed:	1 Class in PSYC 1301	
<input type="checkbox"/> NATURAL SCIENCES	Still Needed:	Choose from 1 of the following:	
<input type="checkbox"/> Anatomy & Physiology and Lab		(2 Classes in BIOL 2121 and 2321) or	
<input type="checkbox"/> Chemical Principles I and Lab		(2 Classes in CHEM 1101* and 1301*) or	
<input type="checkbox"/> General Physics I and Lab		(2 Classes in PHYS 1101* and 1301*) or	
<input type="checkbox"/> Physics I and Lab		(2 Classes in PHYS 2105* and 2305*) or	
<input type="checkbox"/> Physical Science and Lab		(2 Classes in PHYS 2108* and 2308) or	
<input type="checkbox"/> Science of Art & Lab		(2 Classes in CHEM 1308 and 1108) or	
<input type="checkbox"/> Introductory Chemistry & Lab		(2 Classes in CHEM 1310 and 1110) or	
<input type="checkbox"/> NATURAL SCIENCES		(1 Class in BIOL 1401 or 1402* or CHEM 1405 or ENSC 1410 or 3420H or GEOL 1401 or 1402 or 1415 or 1420 or METR 1430 or 1430 or NUTR 2400* or @ @ with Attribute NSCI)	
<input type="checkbox"/> College Algebra, Intro to Probability or Precalc (grade of C or better)	Still Needed:	1 Class in MATH 1304* or 1304L* or 2303* or 1311*	
<input type="checkbox"/> Foreign Language (courses must be taken in same discipline)	Still Needed:	2 Classes in ARAB 1311 or 1312* or 2311* or 2312* or CHIN 1311 or 1312* or 2311* or 2312* or EDUC 2301 or 2302* or FREN 1311 or 1312* or 2311* or 2312* or GERM 1311 or 1312* or 2311* or 2312* or HEBR 1311 or 1312 or HIND 1311 or 1312* or IT 1311 or 1312* or 2311* or 2312* or JAPN 1311 or 1312* or 2311* or 2312* or KORE 1311 or 1312* or LATN 1311 or 1312* or SPAN 1311 or 1312* or 1313* or 2311* or 2312* or @ @ with Attribute LANG	
<input type="checkbox"/> Dimensions of Wellness	Still Needed:	1 Class in DWHP 1200 or 1200H or 1200	
<input type="checkbox"/> Physical Education Activity	Still Needed:	1 Class in PEHP 1101:1198 or @ @ with Attribute PHED <u>Except</u> PEHP 1190	
■ Community Service Requirement			
<input type="checkbox"/> Community service (45 hours)	Still Needed:	Students must complete a total of 45 hours of community service.	

Major in Business Administration, BBA		Credits Required: 69	Credits Applied: 6
<input type="checkbox"/> Minimum 69 Major Credit Hours Required	Still Needed: 69 credit hours are required. You currently have 6, you still need a minimum of 63 more credit hours and successful completion of all graduation requirements.		
<input type="checkbox"/> Minimum 12 upper-division credit hours required at UIW	Still Needed: 12 upper-division credit hours are required. You currently have 6, you still need a minimum of 6 more.		
A grade of C or better is required for all courses taken within the major and concentration.			
<input type="checkbox"/> Principles of Accounting I	Still Needed: 1 Class in ACCT 2311		
<input type="checkbox"/> Principles of Accounting II	Still Needed: 1 Class in ACCT 2312*		
<input type="checkbox"/> Principles of Macroeconomics (satisfies Core)	Still Needed: 1 Class in ECON 2301		
<input type="checkbox"/> Principles of Microeconomics	Still Needed: 1 Class in ECON 2302*		
<input type="checkbox"/> Introduction to Information Systems	Still Needed: 1 Class in MIS 2321		
<input type="checkbox"/> Information Management Application	Still Needed: 1 Class in MIS 2325*		
<input type="checkbox"/> Business Statistics	Still Needed: 1 Class in BMGT 3370*		
<input type="checkbox"/> Management Science	Still Needed: 1 Class in BMGT 3371*		
<input type="checkbox"/> International Business Management	Still Needed: 1 Class in BINT 3331*		
<input type="checkbox"/> Business Law	Still Needed: 1 Class in BLAW 3317		
<input type="checkbox"/> Principles of Marketing	Still Needed: 1 Class in BMKT 3331		
<input type="checkbox"/> Management Theory and Practice	Still Needed: 1 Class in BMGT 3340		
<input type="checkbox"/> Principles of Financial Management	Still Needed: 1 Class in BFIN 3321*		
<input type="checkbox"/> Integrative Business Analysis and Decision Making I	Still Needed: 1 Class in BMGT 4380*		
<input type="checkbox"/> Integrative Business Analysis and Decision Making II	Still Needed: 1 Class in BMGT 4381*		
<input type="checkbox"/> Concentration in Accounting	Still Needed: See Conc in Accounting, BBA section		

Conc in Accounting, BBA

Credits Required: 24

Credits Applied: 6

 Minimum 24 Concentration Credit Hours Required

Still Needed: 24 credit hours are required. You currently have 6, you still need a minimum of 18 more credit hours and successful completion of all graduation requirements.

A grade of C or better is required for all courses taken within the concentration.

<input checked="" type="checkbox"/> Intermediate Accounting I	ACCT 3311	Intermediate Accounting I	B	3	Fall 2012
<input checked="" type="checkbox"/> Intermediate Accounting II	ACCT 3312	Intermediate Accounting II	C+	3	Fall 2012
<input type="checkbox"/> Cost Accounting	Still Needed: 1 Class in ACCT 3313*				
<input type="checkbox"/> Federal Income Tax I	Still Needed: 1 Class in ACCT 3315*				
<input type="checkbox"/> Auditing	Still Needed: 1 Class in ACCT 4314*				
<input type="checkbox"/> Upper-division Accounting Electives	Still Needed: 9 Credits in ACCT 3000:4999 <u>Except @ @</u> with Attribute NOAD				

General Electives

			Credits Applied: 8.66	Classes Applied: 3
COMM 1000	Intro to Human Communication	TB+	2.66	Spring 2019
Satisfied by: CMN101 - Intro to Human Communication - De Paul University				
GOVT 1315	American Politics	A-	3	Spring 2016
MATH 1304	College Algebra	REG	(3)	Summer 2020

Insufficient

			Credits Applied: 4	Classes Applied: 2
BIOL 2121	Anatomy & Physiology I Lab	W	1	Spring 2019
BIOL 2321	Anatomy and Physiology I	W	3	Spring 2019








In-progress

			Credits Applied: 49	Classes Applied: 17
COMM 3313	Event Planning	REG	3	Fall 2020
COMM 3365	Multimedia Design/Prod	REG	3	Spring 2020
DWHP 1200	Dimensions of Wellness	REG	2	Summer 2020
ENSC 1410	Intro to Environmental Science	REG	4	Summer 2020
MATH 1304	College Algebra	REG	3	Summer 2020
MATH 1304	College Algebra	REG	3	Fall 2020
PEHP 1113	Physical Conditioning	REG	1	Summer 2020
RELS 3345	World Religions	REG	3	Spring 2020
SOCI 1311	Introduction to Sociology	REG	3	Spring 2020
SOCI 2341	Social Institutions	REG	3	Spring 2020
SOCI 3321	Social Problems/Social Justice	REG	3	Summer 2020
SOCI 3344	Social Stratification	REG	3	Fall 2020
SOCI 3347	Sociology of the Death Penalty	REG	3	Summer 2020
SOCI 3351	Social Psychology	REG	3	Fall 2020
SOCI 3371	Minority Relations	REG	3	Fall 2020
SOCI 3384	Research Methods I	REG	3	Fall 2020
SPAN 1312	Elementary Spanish II	REG	3	Spring 2020

Not Counted

			Credits Applied: 3	Classes Applied: 1
MATH 0320	Intermediate Algebra	C+	3	Spring 2019

Legend

 Complete	 Complete except for classes in-progress (T)	 Transfer Class	:	Represents a Range of Classes	 TRP	Transfer Repeat Policy
 Not Complete	 Nearly complete - see advisor	 Any course number	*	Pre-requisite Required		

Disclaimer

You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office may be contacted for assistance in interpreting this report. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding this degree audit report, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

General Electives		Credits Applied: 13	Classes Applied: 5
BLW 3317	Legal Aspects of Business	B 3	Spring 2018
GOVT 1315	American Politics	TC 3	Summer 2016
Satisfied by: GOVT610A - American Government - Del Mar College			
HIST 1321	The United States to 1865	TC 3	Summer 2016
Satisfied by: HIST605A - US to 1865 - Del Mar College			
PEHP 1000	Fitness Condi. Begin	TA 1	Summer 2016
Satisfied by: PE101.06 - Fitness Condi. Begin - Del Mar College			
PSYC 1301	Introduction to Psychology	TC 3	Summer 2016
Satisfied by: PSYC301 - General Psychology - Del Mar College			
Insufficient		Credits Applied: 3	Classes Applied: 1
MATH 1304	College Algebra	TRP 3	Summer 2016
Satisfied by: MATH309 - College Algebra - Del Mar College			
In-progress		Credits Applied: 3	Classes Applied: 1
MGT 4355	Organizational Behavior	REG 3	Summer 2019

Exceptions					
Type	Description	Date	Who	Block	Enforced
Substitution	Replace COMP 1301 with BINF 1000	12/20/2017	Alvarez, Ysabel D	RA000065	Yes

Notes		
	Entered by	Date
FALL 2020 BIOL 1403/1403 LAB, CHEM 1302/1102, ENGL 1312, MATH 2303, Intro to H, PEHP 1161	Johnson, Karina K	03/30/2020
SPRING 2020 CHEM 1301/1101, BIOL 2322/2122, RELS 1327H, PSYC 3331, PEHP	Johnson, Karina K	10/23/2019

Legend

<input checked="" type="checkbox"/> Complete	<input checked="" type="checkbox"/> Complete except for classes in-progress	(T) Transfer Class	: Represents a Range of Classes	TRP Transfer Repeat Policy
<input type="checkbox"/> Not Complete	<input checked="" type="checkbox"/> Nearly complete - see advisor	@ Any course number	* Pre-requisite Required	

Disclaimer
 You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office may be contacted for assistance in interpreting this report. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding this degree audit report, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

Worksheets Plans Notes GPA Calc

Worksheets

Format:

Student View

Process What-If

create PDF

What If

Look Ahead

To run a What-If audit, enter alternate parameters for the area of study. NOTE: The What-If audit is based upon self-selected parameters and not the current area of study declaration(s). This audit is intended for planning purposes only and is not considered official.

Select your primary area of study

Catalog Term	Fall 2017
Program	BA Theatre Arts
Level	Undergraduate
Degree	Bachelor of Arts
College	Col of Humanities/Arts/Soc Sci

Major	Theatre Arts
Concentration	(pick a Concentration)
Minor	(pick a Minor)

Select your additional areas of study

Program for additional areas	(pick a Program)
Major	(pick a Major)
Concentration	(pick a Concentration)
Minor	(pick a Minor)

Add

Chosen Areas of study

Remove

Choose Your Future Classes

Enter a course and click Add Course

Subject

Number

Add Course

Courses you are considering

Remove Course

Thinking about changing your major or adding a minor? Do a What if analysis.

COMMUNITY SERVICE



- 45 clock hours of Community Service
- Community Service hours must be documented online in Cardinal Apps through [givepulse](#).
- Questions about the community service requirement should be directed to the ECCL.
- Ettlign Center for Civic Leadership (ECCL)
- Administration Building Room 158
- (210)283-6423
- ccl@uiwtx.edu

To access [givepulse](#), log onto [Cardinal Apps](#) and look for the [givepulse](#) App.



ADVISING TOOLS & RESOURCES

Utilize the Planning Guide or Degree Sequence for your degree program to ensure you are taking your courses at the right time.

Cardinal, Red July 19, 2017


PLANNING GUIDE
Undergraduate IDS Majors Seeking Certification (EC-6)

Course Sequence

FALL	SPRING	SUMMER
Transferred Coursework:		
Fall 2017 (15) ENGL 1311: Comp I EDUC 2305: Foundations of Educ. GOVT 1315: Amer. Pol HIST 1321: US to 1865 (F) PHIL 1381: Intro to Phil	Spring 2018 (16) ENGL 1312: Comp II MATH 0320 HIST 1322: US History Since 1865 (S) BIOL 1401: Diversity of Life & Lab DWHP 1200: Dimensions of Wellness PEHP 11XX (THEA)	Summer 2018 (6) MATH 1304: College Algebra RELS 13XX
Fall 2018 (15) ENGL 2310: World Literature MATH 2374: Math for Elem TchrsI(F) EDSI 2374: Sci for Elem Tchrs (F) EDUC 3307: Essentials of Lit. Instruct* Second Language I	Spring 2019 (18) EDUC 2315: Survey of Children EDUC 3327: Dev the Floret Rdr* MATH 2375: Math for Elem TchrsII(S) EDSI 2375: Earth & Space Science PEHP 3305: Motor Dev (S) Second Language II	Summer 2019
Fall 2019 (15-18) EDUC 3337: Dev the Strategic Rdr* EDUC 3330: Soc Studies Instr ENGL 3385: Integ. LA HIST 2322: Texas History THAR 4301: Creativity in the Arts EDUC 3335: Adv for Excep Learners OPTIONAL Apply to IEP (Sept)	Spring 2020 (18) EDUC 3375: Teachers of Children in Primary Grades EDUC 3373: Learning Theories EDUC 3367: Tchg Children in K/EC EDUC 3325: Child Dev & Play EDUC 3347: Differentiating Lit Instr* EDUC 3346: Tchg Students w/ EBD	Summer 2020
Fall 2020 (18) EDUC 3377: Teachers of Children in Intermediate Grades EDUC 3385: Culturally Responsive Tchg EDUC 3379: Instruction & Assessment EDUC 3340: Instructional Tech EDUC 3343: Tchg Students w/ LD RELS/PHIL 33XX Apply to Clinical Teaching (Sept)	Spring 2021 (12) EDUC 4905: Clinical Teaching EDUC 4305: Clinical Teaching Seminar	GRADUATION: May 2021
Pending Substitutions:		Submitted Approved
Teacher Education Program Acceptance: _____		
Clinical Teaching Cohort Acceptance: _____		
Date Passed:		
Content Practice Test		
IExES Content Test		
PPR Practice Test		
IExES PPR Test		
TEA ID: _____		

Planning Guide

2015-2017 Catalog

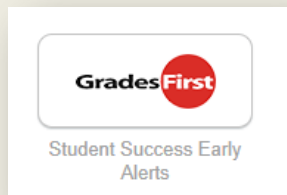
 Bachelor of Science: Chemistry
School of Mathematics, Science and Engineering

Freshman Year: Fall	Hrs.	Freshman Year: Spring	Hrs.
CHEM 1301: Chemical Principles I	3	CHEM 1302: Chemical Principles II	3
CHEM 1101: Chemical Principles I Lab	1	CHEM 1102: Chemical Principles II Lab	1
BIOL 1402: Unity of Life and Lab	4	ENGL 1312: Composition II	3
DWHP 1200: Dimension of Wellness	2	MATH 1311: Pre-Calculus	3
ENGL 1311: Composition I	3	PEHP 11XX	1
HIST 13XX	3	Elective	3
Total hours	16	Total hours	14
Sophomore Year: Fall	Hrs.	Sophomore Year: Spring	Hrs.
CHEM 2311: Organic Chemistry I	3	CHEM 2312: Organic Chemistry II	3
CHEM 2111: Organic Chemistry I Lab	1	CHEM 2112: Organic Chemistry II Lab	1
MATH 2312: Calculus I	3	MATH 2313: Calculus II	3
ENGL 2310: World Literature Studies	3	RELS 13XX	3
PHIL 1381: Introduction to Philosophy	3	Modern Language II	3
Modern Language I	3	Fine Arts	3
Total hours	16	Total hours	16
Junior Year: Fall	Hrs.	Junior Year: Spring	Hrs.
CHEM 3321: Quantitative Analysis	3	CHEM 3342 Coordination and Solid State Chemistry	3
CHEM 3221: Quantitative Analysis Lab	2	CHEM 3142 Experimental Methods of Inorganic Chemistry	1
CHEM 3341: Inorganic Chemistry	3	Elective	3
CHEM 3160: Introduction to Chemistry Research & Careers	1	Social Science	3
PHYS 2305: Physics I	3	CHEM 4260: Advanced Chemistry Research	2
PHYS 2105: Physics I Lab	1	PHYS 2306: Physics II	3
RELS/PHIL 33XX	3	PHYS 2106: Physics II Lab	1
Total hours	16	Total hours	16
Senior Year: Fall	Hrs.	Senior Year: Spring	Hrs.
CHEM 4431: Physical Chemistry: Thermodynamics	4	Chemistry Elective (upper division) (3 or 4 hours)	3
CHEM 4231 Physical Chemistry: Thermodynamics Lab	2	CHEM 4322 Instrumental Analysis	3
CHEM 4351: Biochemistry I	3	CHEM 4222 Instrumental Analysis Lab	2
CHEM 4251: Biochemistry I Lab	2	CHEM 4332 Physical Chemistry: Quantum Mechanics	3
Elective (upper division)	3	CHEM 4132 Physical Chemistry: Quantum Mechanics Lab	1
Total hours	14	Total Hours	12
UIW Core - Total Hour 43		Major - Total Hours 58	

Degree Sequence

GRADESFIRST

- GradesFirst is an advising communication tool that UIW utilizes.
- Through GradesFirst, students can access advising appointment notes, their midterm and final class grades, class schedule and calendar.
- Students can also coordinate and schedule academic advising appointments (if permitted by their advisor) and correspond with their professor and advisor(s).

A screenshot of the "Student Home" page in the GradesFirst system. The page is titled "Student Home" and has a navigation bar with "Class Information", "Reports", "Calendar", and "Send a Message". Below the navigation bar, there is a section titled "Classes This Term" which contains a table of classes. The table has columns for "CLASS NAME", "PROFESSOR", "DAYS/TIMES", "MID", and "FINAL". The classes listed are:

CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL
BIOL-2122-47484-BIOL-2122-L6 Anatomy & Physiology II Lab	Jennifer Reamer	T 6:00p-8:45p AT&T231		
BIOL-2322-46351-BIOL-2322-01 Anatomy and Physiology II	Bridget Ford	MW 10:30a-11:45a BSH129		
BIOL-2474-47522-BIOL-2474-04 Introductory Microbiology	Sara Shields-Menard	MW 1:30p-2:45p BSH122		
BIOL-2474L-46428-BIOL-2474L-L3 Introductory Microbiology Lab		TR 4:30p-5:45p AT&T311		
MATH-2303-56902-MATH-2303-07 Intro/Probability & Statistics	Scott Smith	TR 1:30p-2:45p BSH220		
NUTR-2341-47538-NUTR-2341-04 Introduction to Nutrition	Neeta Singh	TR 12:00p-1:15p BSH120		
PSYC-2356-56468-PSYC-2356-03 Lifespan Development	Ursula Garza	MW 12:00p-1:15p FA213		

On the right side of the page, there are three sections: "Quick Links" with a "Take me to..." dropdown and a "School Information" link; "Upcoming Appointments" with the text "You have no upcoming appointments."; and "Your Success Team" with a profile for "Grant-Brinkley, Kedra" listed as an "Advisor".

To access GradesFirst, log onto [Cardinal Apps](#) and look for the GradesFirst App.

BANNER 8 SELF-SERVICE



Student Services

Registration

Check your registration status; Add or drop classes; Select variable credits, grading modes, or level

Student Records

View your holds, grades and unofficial transcript, Request official printed transcript, Apply to Graduate

Financial Aid

Apply for Financial Aid; Review the status of your financial aid applications; Check status of docume

Business Office

Review your charges and payments; Visit the Business Office website; Review 1098-T information; I

UIW ePayment Center

Make a payment, make a housing deposit, purchase commuter meal points, pay for testing fees, pa

Purchase Books Online from the UIW Bookstore

Get a list of books for the classes you are registered for in a selected term.

Cardinal Cars

Register vehicles, select parking permit, and pay fines.

Student Financial Responsibility Agreement (SFRA)

You must acknowledge your financial responsibility each term prior to registering.

Student Records

View Holds

View Student Information

Mid-Term Grades

Grades available for 0***, 1*** and 2*** level classes

Final Grades

Order Official Transcript

New Automation of Transcript Ordering (PDF/Printed Transcripts)

Grade Detail

Print Unofficial Transcript

Apply To Graduate

~~Degree Evaluation~~

Enrollment Verification

Online enrollment verifications will not be available until after the official census date of the Fall s

View Application to Graduate

To access Banner8 Self-Service, log onto [Cardinal Apps](#) and look for the Banner 8 Self-Service App.

BANNER 9 REGISTRATION

- For your first semester, an advisor in the UAC completed your advising/registration.
- Future semesters, advising may be with a different academic advisor and you will be responsible for completing your registration online through Banner 9.
- Every fall and spring, the UAC provides workshops to help you better understand the advising/registration processes.



UNDERGRADUATE CATALOG

- The undergraduate catalog outlines the academic policies at UIW.
- It is your responsibility to become familiar with these policies and discuss them with your Academic Advisor.
- In addition, you should ask your Academic Advisor about specific policies that apply to your degree plan.

Click [here](#) to access the latest undergraduate catalog.

ADDITIONAL RESOURCES

- [Business Office](#)
- [Campus Engagement](#)
- [Ettling Center For Civic Leadership](#)
- [Financial Aid](#)
- [UIW Directory](#)
- [International Student and Scholar Services](#)
- [Mission and Ministry](#)
- [Registrar's Office](#)
- [Study Abroad](#)
- [Career Services](#)
- [Counseling Services](#)
- [Student Disability Services](#)
- [Math Tutoring Lab](#)
- [Tutoring Services](#)
- [Testing Services](#)
- [Veteran Affairs](#)
- [Writing and Learning Center](#)



QUESTIONS