Hello Advisees!

It is time to plan for registration for **Spring 2022** courses and I am available for advising to assist you with this process.  As your advisor I serve as a guide to the university curriculum and academic policy requirements.  Together we have an “Advising Partnership”: My role is to guide and counsel, **your role is to be familiar with the academic catalog, requirements for your major(s)/minor(s), the course schedule, and to make the final decisions of the courses you wish to take**.

**Advising Appointments**.  (Faculty and staff: Please add your own content regarding email and/or zoom advising appointments). Please note that we should meet ***before*** your registration window opens.

**Remember you need to meet with me to get your registration code!**

**Question: Why IS there a registration code??**

**Answer: *To ensure that we connect for advising*!**

 Bring the following with you to the advising meeting:

1. **A copy of your** **DARS report** (in “e-services” click -> Academic Record -> Degree Audit -> Request a Degree Audit)

Make note of all areas remaining to be completed.  If you are unsure how to read your DARS, see the Quick Guide to reading your Interactive Degree Audit <https://www.bemidjistate.edu/mybsu/degrees/audit/>

1. **A suggested plan of classes for Spring 2022**.  View the schedule here: <https://www.bemidjistate.edu/academics/schedule/> Be sure you are looking at the correct semester!

***Have you viewed the course catalog to ensure you are taking the appropriate courses?*** Here is the link: <https://www.bemidjistate.edu/academics/catalog/20213> make sure you are using the correct catalog year (listed on your DARs; the one that covers the year you began BSU). On the above page, simply select the correct year on the pull-down menu at the top right of the page.

1. **Any other questions** you have.  You may wish to discuss some of the following during your advising appointment or throughout the academic year:

o   Problems that may be impacting your academic performance

o   Selection of courses for the upcoming semester

o   Credit load

o   Repeating courses

o   Decision to add or drop courses

o   Academic progress

o   Selection or change of major/minor

o   Plans for degree completion

o   Career considerations

**Registration**.  The Spring 2022 course schedule is available on Oct 18th and Registration begins on Oct 25th, with days and times assigned in the following weeks based on total earned credits.  To find your registration window, log onto MyBSU.  Click “e-services”, then “courses and registration” on the left. Then click on “registration window”.  Make sure the semester is correct – **Spring 2022**. For a step-by-step guide on how to register for classes see <http://www.bemidjistate.edu/mybsu/registration/registering-classes/>.

Don’t forget to complete the required **Sexual Violence Prevention Training** in D2L before you meet with your advisor to avoid a registration hold issue for spring semester

**Declaring a Major/Minor**.  If you have not yet declared a major and/or minor please do so [here](https://www.bemidjistate.edu/mybsu/degrees/declaring-major-minor/) before our advising appointment.  If you are still undecided, that is something that we can discuss!

**Grad Plans**.  If you are planning to graduate ***within the next two terms*** it is time to complete your grad plans. For more information on grad plans, here is a link: <http://www.bemidjistate.edu/mybsu/degrees/graduation/plans/>

**What about after graduation??**

**Career Services** assists students in exploring different career options by:

1. Providing **career assessments** to help students figure out which occupations match their interests, values, and abilities.  This assessment is called the Focus2 and students can access it directly through their MyBSU.
2. Individual **career counseling/coaching** zoom session with our staff to discuss your results and help decide on the best choice for you.
3. Discuss how your **top five strengths** can help you be successful academically in your career/major you have selected.

Email [career@bemidjistate.edu](mailto:career@bemidjistate.edu) or call 218-755-2038 to set up a Zoom appointment with one of Career Counselors/Coaches soon!! They are fantastic!!

I look forward to meeting with you to support your academic success!