

# Undergraduate Engineering Advising Form

Name: \_\_\_\_\_  
 Student Number: \_\_\_\_\_  
 Advisor: \_\_\_\_\_  
 Email: \_\_\_\_\_@jagmail.southalabama.edu  
 Phone Number: \_\_\_\_\_  
 Anticipated Graduation Date: \_\_\_\_\_  
 Current Address: \_\_\_\_\_  
 \_\_\_\_\_

Current Courses: \_\_\_\_\_ Year: \_\_\_\_\_

Dept.	Course #	Course Title	Credit Hours
Total Hours			

Forms must be completed PRIOR to your advising appointment. Completed forms are to be submitted to your advisor before the time of your appointment. **If you do not have your advising form completed and sent to the advisor, you will not be seen for advising until the appointed dates for late advising.**

Advising forms must be signed by student and advisor and returned to your department office for registration clearance procedures. **Failure to register for classes approved by your advisor could result in a delay in your graduation or course credit on your transcript that doesn't count toward your major.**

**Do you have any current scholarships?**

Yes      No

Scholarship Name: \_\_\_\_\_

**Have you received an internship or co-op?**

Yes      No      Company/Date: \_\_\_\_\_

**Are you currently working?** Yes      No

**Hours per week:** \_\_\_\_\_ **Where:** \_\_\_\_\_

Student Responsibility: The University of South Alabama will endeavor to provide timely and accurate advisement. However, students are ultimately responsible for selecting and registering for courses, meeting courses pre-requisites and graduation requirements, and adhering to University policies and procedures.

I have read and understand the university policy on student responsibility and advising.

Are you on track with Milestones?

Yes      No

Proposed Courses: \_\_\_\_\_ Year: \_\_\_\_\_

Dept.	Course #	Course Title	Credit Hours
Total Hours			

Term: \_\_\_\_\_ Year: \_\_\_\_\_

Dept.	Course #	Course Title	Credit Hours
Total			

Comments/Changes to Proposed Course Schedule:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Registration Pin:** \_\_\_\_\_

\_\_\_\_\_  
 Student's Signature                      Date

\_\_\_\_\_  
 Advisor's Signature                      Date