

October 2008

Dear Advisees:

The Spring 2009 courses are now available online <http://courses.ksu.edu>. Begin planning now for your next semester by following the checklist below:

___ Check iSIS for your assigned enrollment day ⇒ iSIS, Student Center, right side of screen

___ Go to BH 13 to sign-up for an appointment in my enrollment advising book. Your appointment should be a few days prior to the day you enroll.

___ Plan a schedule using the Spring 09 courses online, your graduation plan, and COE handbook. Course descriptions and prerequisites for courses are available online ⇒ K-State catalog <http://courses.k-state.edu/catalog/undergraduate/>.

___ Plan a schedule of courses and bring it with you to your enrollment advising appointment. We will finalize your schedule when we meet.

___ After our meeting, I will activate your iSIS enrollment flag so you may enroll at your assigned time on iSIS ⇒ <https://isis.k-state.edu/psp/ISIS/>.

Prior to meeting with me, make certain you review the following:

1. What requirements do you have left to complete before applying to the professional program (Stats, Algebra)?
2. Have you taken the PPST? If not, when do you plan to do so? www.ets.org
3. What University General Education requirements do you lack? <http://www.k-state.edu/uge/>

IMPORTANT:

Secondary

* ART studio classes require permission from Monica at monicaba@ksu.edu. Email her ASAP with course and reference number. Remember art classes fill quickly!

* ENGLISH - students needing ENGL 310 Intro to Literature Studies should get permission from the English Department in ECS 108. Permission slips will be given beginning Oct 20. Get permission early!

* JOURNALISM - all courses except for MC 110 require permission and a passing score on the Composition Skills Test. Go to the JMC office in Kedzie 108 for more information.

Elementary

* Students needing ENGL 355 - Literature for Children need to get permission from the English Department in ECS 108. Permission slips will be given out beginning Oct 20.

* Block A requires permission from Sandy in BH 261. You must present your advisor signed enrollment sheet before permission is granted.

* ESL courses require permission. See Dr. Perez in BH 238.

If you have questions, contact me. See you soon!

Mechelle Martinez
Academic Advisor