Undergrad Advising Home

Timely Online Forms

Message from the Associate Dean for Undergraduate Programs in the College of Engineering

Responsibilities of Students and Advisors

Walk-in Advising Hours

Best Time to Visit Engineering Hall, 206 for Advising

Helpful Undergrad Advising WIKI Navigation Table (all topics listed)

Welcome from the College of Engineering

Welcome to the College of Engineering's Undergraduate Advising Wiki. Here, you will find information to help you succeed as an Illinois engineering student, from before your arrival on campus through your graduation, and everything in between.

If you have questions, if you want to talk with someone about studying engineering, or if you would just like some reassurance that you are on the right track, the advising staff in 206 Engineering Hall would be happy to work with you. 206 EH is also a great place to come when your life or your studies are presenting you with some difficulties. Remember, the sooner you come in, the more options we will have for helping you.

We look forward to working with you,
Jonathan J. Makela
Associate Dean for Undergraduate Programs

<table>
<thead>
<tr>
<th>Important online forms</th>
<th>Timeframe to use between</th>
<th>More information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overload Request</td>
<td>October 31 - December 1st for Spring 2019</td>
<td>Overloads and Underloads</td>
</tr>
<tr>
<td>Prerequisite Request Override</td>
<td>Any time before start of term, best if at least 1 week before time ticket opens</td>
<td>Prerequisite and Concurrent Enforcement for Courses</td>
</tr>
<tr>
<td>Underload Request</td>
<td>October 31 - December 1st for Spring 2019</td>
<td>Overloads and Underloads</td>
</tr>
</tbody>
</table>

College of Engineering Undergraduate Student Responsibilities

* Check your email often
* Respond to College emails as required

College of Engineering, Eng Hall 206 Advisor Responsibilities

* Respond to student requests in a timely manner
* Update College website often with timely information
*Review and plan for College and Campus deadlines each term

*Be familiar with College and Campus policies

*Treat others with respect

*Come to advising meetings prepared

*Ask questions and follow advice

*Review your degree audit at the beginning of each semester

*Communicate College and Campus deadlines

*Be knowledgeable about College and Campus policies

*Treat students with empathy and fairness

*Create a welcoming advising space

*Provide accurate, up-to-date information

*Collaborate with major Departments to support degree completion

---

**Walk-In Advising Hours**

206 Engineering Hall [campus map link]

Monday - Friday: 8:30am-11:45am & 1pm-4:30pm *(closed over lunch)*

---

**Want to know the best times of the day to see an advisor in Engineering Hall 206?**

The graph below shows lighter (green), moderate (orange) and heavy (red) traffic patterns during an average day. We encourage you to come during a lighter to moderate traffic time period, if possible, to more quickly accommodate your needs.

---

Helpful Undergrad Advising WIKI Navigation Table
<table>
<thead>
<tr>
<th>Academic Integrity</th>
<th>Course Registration</th>
<th>Degree Requirements</th>
<th>Freshman Advising</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Add or Drop Courses&lt;br&gt;• Audit a Course&lt;br&gt;• Concurrent Enrollment&lt;br&gt;• Credit/No Credit&lt;br&gt;• ENG 310 (Internships)&lt;br&gt;• Grade Replacement&lt;br&gt;• Holds&lt;br&gt;• Overload and Underload&lt;br&gt;• Prerequisite Enforcement&lt;br&gt;• Transfer Credit</td>
<td>• Road Map to Graduation&lt;br&gt;• Tracking Degree Progress&lt;br&gt;• Advanced Composition&lt;br&gt;• Composition I&lt;br&gt;• Free Electives&lt;br&gt;• Foreign Language&lt;br&gt;• Lib Ed Electives&lt;br&gt;• Residency&lt;br&gt;• Technical GPA</td>
<td>• Advanced Credits&lt;br&gt;• Engineering Undeclared&lt;br&gt;• IEFX&lt;br&gt;• Typical First Semester Schedule</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduation /Convocation</th>
<th>Honors</th>
<th>Incomplete Grades, Withdrawals, Readmission /Resuming Studies</th>
<th>Majors, Minors, Certificates</th>
</tr>
</thead>
<tbody>
<tr>
<td>• James Scholars&lt;br&gt;• Dean’s List&lt;br&gt;• Bronze Tablet</td>
<td></td>
<td>• Changing Majors&lt;br&gt;• Adding Dual Degree&lt;br&gt;• Engineering Programs of Study&lt;br&gt;• Major Specific Dynamic and Static Curriculum Maps&lt;br&gt;• Certificates&lt;br&gt;• Minors</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Probation and Drop</th>
<th>Student Forms</th>
<th>Student Resources</th>
<th>Keep up the hard work!</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• College of Engineering Advisors&lt;br&gt;• College of Engineering Undergraduate Programs Resources&lt;br&gt;• Campus Resources&lt;br&gt;• Communicating your Concerns&lt;br&gt;• FE Exam</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Keep up the hard work!