

From: Student Academic Advising Center
Sent: Thursday, October 22, 2009 5:12 PM
To: Undeclared Advisors
Subject: Important Reminders From Your Advisor

To all of my advisees:

Here are a few important reminders that I wanted to get out to all of you as you evaluate how your current classes are going and as you think about your spring classes:

- 1) The next Math Placement Test will be held on Friday, October 23rd at 11:00 a.m. in CPS 116. Bring a photo ID and non-graphing calculator. Please go to <http://www.uwsp.edu/math/test/placement.htm> for future placement test date announcements.
- 2) The Foreign Language Placement Test will be given the week of October 26th-30th in CCC 305. Arrive between 9:00 a.m.-2:00 p.m. Mon.-Thur, 9:00-11:00 a.m. on Friday. Exam takes about 1 hour.
- 3) Classes that meet for the second 8-weeks of the semester begin the week of **October 26th**.
- 4) The Majors Fair will be held on **November 4th**, 4-6 p.m., in the DUC Laird Room. The Majors Fair is an event where academic departments, majors and advising staff come together in one room to help you explore majors.
- 5) The last day to drop a full 16-week course is Friday, **November 6th**. Please note that you must complete a [drop form](#) in order to drop a class at this point in the semester. Allow yourself enough time to gather the necessary signatures for the form.
- 6) Registration for Winterim and Spring classes begins on **November 16th**. Check your assigned registration time at your MyPoint account now.
- 7) The last day to drop a second 8-week course is Wednesday, **November 25th**. Again, you will need to complete a [drop form](#) in order to drop a course at this point in the semester. Allow yourself enough time to gather the necessary signatures on the form.
- 8) If you wish to declare any of the following majors, please do so before the deadlines listed next to them, so that you may be assigned an advisor in their department to discuss your course options and details about the major:
 - **Accounting, Business Administration, and Economics - November 1st** (take a copy of your degree progress report to the Division of Business and Economics Advising Office (CPS 476) when you go to declare the major)
 - **Communication - November 6th** (go to CAC 225 to set up an appointment with Professor Rhonda Sprague to declare the major)
 - **Psychology - November 11th** (go to SCI D-240 to fill out the major declaration form)

As always, please feel free to contact me with any questions or concerns that you may have.

I wish you all a great rest of the semester!