

PRIORITY REGISTRATION ADVISING WORKSHEET: SPRING 2010

Student Name: _____ Student Number: 9 _____ Date _____

To have your advisor hold removed, print this worksheet, complete all eleven steps, and bring it to your advising appointment.

STEP 1: Write down when your first spring priority registration window opens and closes: _____

STEP 2: List all of your holds: _____
(NOTE: Continue to check for holds until your window opens)

STEP 3: List your current graded courses and mid-term grades: (see myUK/myRecords)

Course (Prefix and number)	Mid-Term (Letter) Grade in myUK
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

STEP 4: What is your mid-term GPA? _____ (see [GPA calculator](#))

STEP 5: Last day to withdraw from the University or reduce course load: _____
(see p. 4 of [advising syllabus](#))

STEP 6: Use your unofficial transcript to answer the following questions. (see myRecords)

Earned hours to date: _____ **Cumulative GPA:** _____

STEP 7: Academic status: Dean's List _____ Good standing _____ Probation _____
[Note: first-semester students do not have an academic status.]

STEP 8: Write the prefix and number of the course used to satisfy each of the following University Studies Program (USP) requirements. (run APEX audit in myUK/APEX)

Math (3 hours)	_____	Natural Science (6 hours)	_____	_____
Foreign Language	_____	Social Science (2 courses)	_____	_____
Inference Logic (check one)		Humanities (6 hours)	_____	_____
OPTION 1: Calculus	_____	Cross Cultural (3 hours)	_____	
OR		Electives (6 hours)	_____	_____
OPTION 2: PHI & STA	_____			
Writing Requirement	_____			

Oral Communication SUSPENDED

-OVER-

Student Name: _____ Student Number: 9 _____ Date _____

STEP 9: Print and bring a [Major Sheet](#) for the major(s) you are considering.

What major(s) are you considering: _____

STEP 10: Check to see if the major you're considering has a GPA requirement.

YES ____ **NO** ____ (see [Major GPA requirements](#))

If so, what is the GPA requirement? _____

STEP 11: In the space below, consult the course catalog (myUK/Registration) to list the courses you would like to take.

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	Course	Requirement (i.e. USP - Humanities, Major, Elective)	Credit Hours	Alternate (s)
1.				
2.				
3.				
4.				
5.				
6.				
7.				

Total Credit Hours: _____

Questions for your advisor:

Advisor comments:

The above courses were planned with the academic advisor based on information provided by the student or on their intended major. This in no way implies availability nor completes the registration process. The student is responsible for registering on myUK during his/her assigned registration window or subsequent add/drop periods.

October 7, 2009

For office use only: *FR* ____ *IT* ____ *ET* ____