Checklist for your **Orientation Advising Appointment**

Ensure you have done the following so far:

✓ taken any necessary placement tests, including the ALEKS math placement exam, which is required for all new first-year students regardless of their major

✓ reported any AP or transfer credit to your advisor via the link in your OR page
  ■ (this is a separate step in addition to sending your official AP exam scores and transcripts)

✓ watched and understood all of the videos and handouts
  ■ especially the How to Register video and handout since you will be registering yourself using MyUI!

✓ reviewed any materials provided to you by your advisor

Prepare your materials:

✓ Do you have courses in your Course Cart?

✓ Do you have some Preferred Schedules saved?
  ■ If so, do you have a favorite one?
  ■ Shortly before your advising appointment, check the courses/sections in your Preferred Schedules. If any have closed, create and save some new schedules so you have plenty of options.

✓ Do you have questions for your advisor written down?

Prepare your location:

✓ Do you have a quiet space that will allow you to focus?

✓ Do you have technology set up so you can register yourself in MyUI?

✓ Be ready in your space and logged into MyUI at the time of your appointment.
  ■ Via email, you’ll receive Arrival Instructions (once when you schedule in confirmation and again about a day before your appointment). This info will contain a link to your Orientation Advisor’s Zoom meeting.