

**\*\*Please Note: It is YOUR RESPONSIBILITY to double check for errors regarding your course schedule & degree plan. This includes, but is not limited to, time conflicts, schedule changes, etc.**

# Class Schedule ADVISING FORM

LAST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

STUDENT ID: \_\_\_\_\_ UTA EMAIL: \_\_\_\_\_

**ART GPA:** \_\_\_\_\_ **CUM GPA:** \_\_\_\_\_

**NEW TRANSFER** \*1st semester @UTA  **CHANGE MAJOR** to Art  **RETURNING** \*Sat out 1 or more semesters

DEGREE PLAN	CAMPUS REFERRALS:
<input type="checkbox"/> BFA <input type="checkbox"/> BFA - ART EDUCATION <input type="checkbox"/> BA - STUDIO ART <input type="checkbox"/> BA - ART HISTORY	<input type="checkbox"/> <b>STUDENT ACCOUNTS</b> 817-272-2172, 130 DAVIS HALL <input type="checkbox"/> <b>FINANCIAL AID/SCHOLARSHIP</b> 817-272-3561, 252 DAVIS HALL <input type="checkbox"/> <b>REGISTRAR/TRANSFER CREDIT</b> 817-272-3372, 129 DAVIS HALL <input type="checkbox"/> <b>TESTING SERVICES</b> 817-272-2362, testing@uta.edu
CONCENTRATION	

**DOUBLE CHECK FOR ERRORS!!**

You will be given **PERMISSION** for the **ART COURSE NUMBER & SECTION** YOU write down, for permission-based courses only. **\*TRANSFER COURSEWORK: C or Better REQUIRED to transfer. Always check Equivalency at <https://www.uta.edu/admissions/apply/transfer/credits>**

FALL 20 ____					
Office Advisor Permissions	Course Subj & No.	Section	Class Title	Days/Time	Faculty Approval Only
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
ALTERNATIVES / CORE / MINOR / OTHER CLASSES					
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO					<b>FACULTY APPROVAL OF 4 STUDIOS?</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> YES <input type="checkbox"/> NO					X _____

SPRING 20 ____					
Office Advisor Permissions	Course Subj & No.	Section	Class Title	Days/Time	Faculty Approval Only
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
ALTERNATIVES / CORE / MINOR / OTHER CLASSES					
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO					<b>FACULTY APPROVAL OF 4 STUDIOS?</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> YES <input type="checkbox"/> NO					X _____


SUMMER 20 ____					
Office Advisor Permissions	Course Subj & No.	Section	Class Title	Days/Time	Faculty Approval Only
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO	ART ____				<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
ALTERNATIVES / CORE / MINOR / OTHER CLASSES					
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> Concentration <input type="checkbox"/> Elective
<input type="checkbox"/> YES <input type="checkbox"/> NO					<b>FACULTY APPROVAL OF 4 STUDIOS?</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO					<input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> YES <input type="checkbox"/> NO					X _____

**STATEMENT OF ACKNOWLEDGEMENT:**  
I understand that I am required to register ON my enrollment date in MyMav and by the Enrollment Deadline for permission-based courses, or I risk losing my seat and may no longer have permission to enroll in the above ART course(s). Failure to register on time means I forfeit any "reserved" seat in permission-based classes and must check with advisors if any seats are still available. If not, I will need to find alternative classes or try to reschedule an advising appointment. I understand I may need to enroll into the Waitlist on MyMav for non-permission classes (Art Advising may no longer keep a departmental wait list). I also understand UTA & the Department's GPA requirements & policy regarding probation/dismissal and will review online information as needed.

**\*\*Academic Advisors do NOT register students in any courses, under normal circumstances. It remains YOUR responsibility to enroll/register via MyMav.**  
**\*\*NOTE: Students on UTA or Departmental Probation risk having to change their major to Undeclared or out of Art. Probation students have a \*limited time allowed to raise their GPA to the requirements needed. Review our Probation Contract/Academic Success Plan for details.**

Faculty/Advisor Signature: \_\_\_\_\_ Print Faculty/Advisor Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

HOLDS	ENROLLMENT	
<input type="checkbox"/> STUDENT ACCTS(PAST DUE) <input type="checkbox"/> PARKING or DISCIPLINARY <input type="checkbox"/> REGISTRATION AGREEMENT <input type="checkbox"/> ORIENTATION <input type="checkbox"/> OTHER: _____	ENROLL ON	ENROLL BY: (DEADLINE)
		
21 / 36 HR REVIEW (CPR)		
1ST SEM. PROBATION		2ND SEM. PROBATION
<b>ACADEMIC SUCCESS PLAN COMPLETED OR GPA DISCUSSED/REVIEWED</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If UTA Probation, must make 2.5 semester GPA to avoid dismissal until 2.0 overall reached. *Art Probation requires needed Art GPA reached within 2 semesters or less.		
**OFFICE USE ONLY: (Advisor's Initials/Verification)		
#Studio Hrs Complete	# Enrolling	# Electives
Permissions	Holds Removed	CAR Note Database
NOTES	OTHER RESOURCES	
	<b>UNIVERSITY TUTORIAL &amp; SUPPLEMENTAL INSTRUCTION (UTSI)</b> Library 415, utatutoring@uta.edu  <b>COUNSELING &amp; PSYCHOLOGICAL SERVICES (CAPS)</b> 817-272-3671 Ransom Hall 303 & MAC 212  <b>CARE TEAM</b> Ransom Hall; careteam@uta.edu	