

Aggie ID#: _____

Initial Date: _____

NMSU-A Student Advising Checklist

Discuss and check off the following with the student. Sign the checklist and make a copy for the student. Place the completed and signed checklist in the student's Advising file.

Getting Started

- Application for admission
- Submit official transcripts (transfer credit evaluation may take up to 6 weeks)
- Financial Aid, students must meet with their FA advisor
- Compass testing and placement results
- Sign up for and attend a New Student Orientation
- Choices career assessment and results

Getting Registered

- Set up your MyNMSU account & connect smart phone
- Learn where to find the course schedule and how to read it
- Schedule classes needed to complete chosen degree
- Register via MyNMSU account
- Locate classes on campus map
- Learn how to obtain textbooks at the Bookstore

Continue

- Learn to run and read a Star Audit
- Continue to schedule classes needed to complete chosen degree
- Complete, sign and process Sub/Waivers (if applicable)
- Update address and telephone number (if applicable)

Graduation

- Meet with an advisor to have a degree audit performed before applying for a degree
- Apply for the degree via MyNMSU at the beginning of your last semester

Academic Advisor, Date

Student, Date