College of Science Academic Advising Mission Statement
Undergraduate academic advising in the College of Science teaches and empowers students to take responsibility for learning and for their own academic success.

What is Academic Advising?
Academic advising is intended for you, the student, to proactively plan and consult with your advisor on your academic program in order to achieve your educational and professional goals.

All College of Science students will:
- Take responsibility for his/her education, actions and decisions
- Become knowledgeable about university, college/school, and departmental program requirements associated with his/her major(s) or minor(s) as well as relevant policies and procedures
- Identify and develop his/her academic and career goals and create a personal path to degree completion
- Seek advising assistance in a timely manner and come to advising appointments prepared
- Take the initiative to become familiar with and utilize available campus resources
- Join and get involved in at least 1 or 2 student clubs or organizations

Read and regularly consult the following online resources:
- Academic Central Website (policies and forms): [www.unr.edu/academic-central](http://www.unr.edu/academic-central)
- College of Science Advising website: [www.unr.edu/science/academic-advising](http://www.unr.edu/science/academic-advising) to schedule an appointment with your academic advisor online and view his/her walk-in hours
- College of Science website: [www.unr.edu/science](http://www.unr.edu/science)
- Your academic department’s website

Be knowledgeable on utilizing the following functions/tools in MyNEVADA:
- Add/Drop/Swap/Waitlist courses
- Enrollment Dates
- MyPlanner
- Schedule Planner
- Academic Advising Report (AAR)
- Online General Catalog
- Online Course Schedule

Additional expectations for 2nd Year Students:
- Ensure that lower Core/Silver Core Curriculum requirements are completed by the end of the 2nd year
- Develop a resume
- Explore research and internship opportunities in your academic department, at the University, or in the community
- Explore study abroad opportunities through USAC
**Additional expectations for 3rd Year Students:**

- If you have earned 60 credits or more and are in good academic standing (UNR cumulative GPA 2.0 or higher), contact your Faculty Advisor and follow up with Admissions & Records if there are any errors or inaccuracies in your Academic Advising Report (AAR)
- Continue to utilize MyPlanner to plan future courses in consultation with your Faculty Advisor
- Review graduate program admissions requirements
- Begin to prepare for and plan to take any required standardized tests for graduate school
- Attend the Professional and Graduate school fair during the Fall semester at the Joe
- Identify faculty from which to request letters of recommendation
  - Request letters from faculty at least 4-6 weeks in advance
  - Include a resume or letter of intent to assist the faculty member in writing the letter
- Participate in at least one or more of the following:
  - Community Service
  - Research
  - Internship
  - Club/student organization leadership
  - Peer leadership, such as SCI 499
  - Study Abroad with USAC

**Additional expectations for 4th Year Students:**

- If necessary, retake any required standardized test for graduate school
- Submit graduate school application materials by the appropriate deadlines
- Continue extracurricular activities
- Review your Academic Advising Report (AAR) in MyNEVADA prior to your final semester to verify completion of all degree requirements
- Consult with your Faculty Advisor regarding anticipated completion term for graduation
- Be knowledgeable about Graduation Application deadlines for each term:
  - May (Spring) Graduation – March 1st
  - August (Summer) Graduation – June 1st
  - December (Fall) Graduation – October 1st
- Apply for graduation in MyNEVADA for the term you will have completed all requirements
  
  **Reminder:** Your graduation status in MyNEVADA must indicate “Eligible for Graduation”; otherwise, go directly to Admissions & Records to apply for graduation
- To view instructions on how to apply for graduation visit: [http://www.unr.edu/mynevadahelp/studentcenter/academicprogress/graduationapplication](http://www.unr.edu/mynevadahelp/studentcenter/academicprogress/graduationapplication)
- **Apply for Graduation** in MyNEVADA ONLY if you will have completed all requirements for the term/year you are applying
- **Participate in Commencement** if you are within 12 credits of graduation (completing all requirements). You can participate in commencement by completing and submitting an “Application to Participate in Commencement before Graduation Term” form to the Admissions & Records office found on Academic Central
- Send all transfer coursework transcripts to Admissions & Records by the identified deadline