

ADVISING BRIEF

Newsletter from Undergraduate Academic Services

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Spring 2022

Academic Advising Drop-ins
weekdays 11am-3pm ET

January 24 - February 4:
Zoom meeting ID 210 770 506

starting February 7:
in person, JEN 336

Spring 2022

Programs & Events

Details can be found at

<https://www.bentley.edu/offices/academic-services/programs-and-events>

Check throughout the spring as additional events will be added

**PopUp Academic Advising:
Senior Audits**

Wednesday, January 26

5-6pm ET

Zoom meeting ID: 924 7086 7169

Seniors: have your DegreeWorks audit reviewed by an advisor before add/swap ends on January 30.



Your Spring 2022 Schedule

If you are considering a change to your spring 2022 schedule, please note the following deadlines:

- **add/swap ends on Sunday, January 30**
- **drop ends on Sunday, February 6**

Looking to confirm your intended changes to your schedule were successfully completed? Check View My Courses in the Academics section of Workday to see the details of your spring course registration.

A reminder to check your **DegreeWorks audit** to see how each of your spring courses apply to your degree requirements. Be sure to click **Process New** at the top each time you access the audit to view the most current information.

**Click Process New
in DegreeWorks**

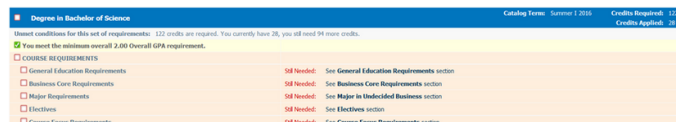
DegreeWorks Workshop

Wednesday, February 2 2-3pm ET

Zoom meeting ID 973 0464 8359

Join us to learn more about the DegreeWorks audit and its importance as an academic planning tool, including:

- how to interpret your audit
- how to track your degree progress
- how to explore majors & optional programs
- which courses can double count/double dip





CONNECTING WITH

Academic Advising

Drop-ins

Drop-ins are 10-15 minute advising sessions held weekdays from 11am to 3pm ET. Given that students do not schedule this visit in advance, this is a great opportunity for you to stop by and ask a quick question. Students are assisted on a first-come, first-served basis by a peer advisor; a professional advisor is also available as needed.

Best for: quick or time-sensitive questions without an appointment

For any questions related to your spring 2022 schedule, attend Zoom drop-ins by Friday, January 28. (See details on page 1.)

Appointments

Appointments are up to 30 minutes in length, providing the opportunity to address more in-depth questions/concerns or long-range academic planning. Appointments can be scheduled in advance via the Academics section of Workday.

Best for: more complex discussions, long-range academic planning

PopUp Academic Advising

PopUp Academic Advising is a special advising session held at key times and various locations throughout the term. PopUps are typically more of a group advising experience, and students are invited to stop by to ask brief advising questions. Spring 2022 PopUp events will be added to the Programs & Events webpage referenced on page 1.

Best for: brief questions at alternative times/locations

Email

Email, either to your assigned advisor or to our GA account (Academic_Services@bentley.edu), can be a helpful way to ask basic questions that arise outside of business hours. Please allow one business day for a response, unless otherwise indicated in our auto reply. If your question is more complicated, please connect with us via drop-ins/appointments, so that you can have a conversation with an advisor.

Best for: simple and straightforward questions

Other Upcoming Deadlines

Wednesday, February 2

Sunday, February 6

Monday, February 14

2022-2023 Study Abroad Application Deadline

Pass/Fail Declaration Deadline

Last Day to Add an Internship for Credit

