

## MUSIC DEPARTMENT ACADEMIC ADVISING

### YOUR ACADEMIC SUCCESS

#### Partners on the Pathway

Academic advising is one of the most important aspects of a student's college experience. Your advisor can be an important resource for you beyond helping with the selection of your courses each semester. As a student, you play an essential role in your academic advising process. It is your responsibility to monitor your academic progress and seek advising on a regular basis. Advisors can help you develop educational plans that are compatible with your career and life goals and assist you in completing your chosen program quickly and successfully. It is important for students and Academic Advisors to work together in order to build a successful partnership through open dialogue and communication. Advisors do more than assist students with class selection and registration; your Advisor can help provide direction on major and career exploration.

#### Music Majors and Minors

- ❖ Each music major is assigned a member of the full-time music faculty as advisor.
- ❖ Each student must meet with his/her advisor at least once every semester, prior to registration, to help the student choose the right courses and to ensure that graduation requirements are being met.
- ❖ A student will not be able to register until he/she has been advised, at which time the academic advisor will remove the advising hold from the student's account.
- ❖ **It is the student's responsibility to know and to meet degree requirements.**
- ❖ First-time registrants should contact the Music Department office for an advisor assignment.

WHILE NEW STUDENTS ARE ROUTINELY ASSIGNED UNIVERSITY ADVISORS THROUGH THE ADVISING CENTER, IT IS TO THE ADVANTAGE OF EACH STUDENT TO GET ADVISED BY A MUSIC ADVISOR, AS NON-MUSIC ADVISORS DO NOT KNOW THE MUSIC REQUIREMENTS AS WELL AS MUSIC FACULTY.

All music majors are **required to complete a concentration** for graduation.

Music Education candidates and double majors will have an advisor in both academic disciplines, and should meet with both advisors every semester.

#### 4-Year Plans:

The Music Department offers suggested course sequence outlines that can be used to plan your schedule. Use these sequences in consultation with your music advisor when planning your pathway to graduation.

#### Advising Meeting

- Come prepared to discuss course selections for next semester, or any challenges or concerns you have. Write them down before your appointment and bring this list with you
- Be aware of any HOLDS you have on your account. Remember, not all registration holds are related to advising. Some may be the result of past due balances or administrative reasons. Check your "Details" on the Holds Box of your Student Center on SOLAR
- You can access your DARS (academic Degree Audit Review System) via [SOLAR](#)
- Be prepared to discuss your DARS (Degree Audit Report System): Academic status; university requirements; Skills requirements; General Education requirements; Ethnic Diversity Requirement (DV); major and

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concentration requirements; GPAs

- Put your registration date and time on your Outlook calendar or in your planner so you don't miss the opportunity to register on time
- Review course descriptions and prerequisites/co-requisite requirements for all course selections

### D.A.R.S. (Degree Audit Review System) REVIEW

- Important: Use your DARS to help select the right classes to complete your requirements**

**Green/OK = Completed or in progress to be completed**

**Red/NO = requirement NOT completed**

**IP = Indicates that requirement completion is in progress**

#### **Credits:**

- Earned: credits completed, graded and granted
- Needs: number of credits needed to complete requirement
- IP: number of credits currently in progress

- Academic Information in a DARS report:
  - Top section: declared majors, concentrations, minors and/or certificates with a specific catalog year; your academic level; your academic standing/status and your ID number.
  - Upper Division Credit Degree Requirements
  - University Residency Requirement
  - Skill Requirements
  - General Education Requirements: 12 Credits Humanities and the Arts (HU); 12 Credits Social and Behavioral Sciences (SB); 12 Credits Natural Sciences (NS) **(Use your DARS for course selections; complete each section with courses in at least three departments)**
  - Foreign Language Requirement
  - Ethnic Diversity Requirement
  - Major requirements and other chosen programs with their corresponding GPA
  - UW-Parkside GPA
  - Degree GPA