

# Advising Monthly

## November 2025

## Visit the

Faculty Advising

webpage!



## **November 3**

Registration for W26 Begins

#### **November 17**

Last Day to Withdraw (full-semester classes)

## December 15

Grades due by Noon

## January 12

Winter semester classes begin

## March 16

Summer and Fall advising begins

## **Graduating??**

Students planning to graduate anytime through August 2026 should apply for graduation *now* in their student portal!

## **HELPFUL LINKS**

Academic Calendar
Course Schedule
Course Descriptions
Core Curriculum
Transfer Credit System
Student Advising
Health and Well-Being
Academic Programs
Registrar How-To Videos

# **Advising Best Practices**

- 1. Ask open-ended questions about your advisee's goals, concerns, and interests—show interest and support
- 2. Run a Degree Evaluation
- 3. Review academic progress including remaining credits to graduate
- 4. Review midterm grades (discuss withdraws as needed)
- 5. Release Advising Hold if applicable; review other holds and send the student to the appropriate office if needed
- 6. Review pre-requisites and request overrides if needed
- 7. Add an Advisor Note with recommended courses etc.

## Q. How do I access my advisee's Student's Profile?

A. Select Advisor Management at <u>my.udmercy.edu</u>. Select the current term and search for your advisee by T0 number, Student Email, or Student Name. You may also click on View My Advisee Listing to find a student's name.

## Q. How do I run a Degree Evaluation?

A. Access your advisee's Student's Profile as noted above. Click on Degree Evaluation found in the black side bar. In the new screen, select the term. On the next screen, indicate the term and program in which you want to view. You may also run a "What-If Analysis" to find out more about alternate or additional majors or minors.

## Q. How do I check academic progress?

A. The Degree Evaluation report indicates all the requirements for graduation including the required number of credits, the major, minor, and core curriculum. The required and current major and the cumulative GPA are noted. Check all items on the Degree Evaluation. Secondary majors and/or certificates must be viewed in a separate degree evaluation using the "What-If Analysis."

## Q. How do I access midterm grades?

A. Select Advisor Management at my.udmercy.edu and, under your advisee's Student Profile, select View Grades.

## Q. How do I remove Advisor Holds?

A. Access your advisee's Student Profile as noted above. Click on Holds found near the top right corner. You will be able to see the Advising Required hold. Click on the box. Another window will open to enter comments. Do not add anything important in the comment box – only you will be able to see these notes. Add all relevant information in the NOTES option, to the right of the student's profile photo.

## Q. How do I check for Holds?

A. Access your advisee's Student Profile as noted above. Click on Holds found near the top right corner. You will be able to see the hold type, reason, originator of the hold, and the processes each hold may affect.

## Q. How do I help students navigate Registration, Degree Evaluation, etc.?

A. Share this link and recommend the How-To Videos on the Registrar's webpage: https://www.udmercy.edu/current-students/registrar/scheduling-and-registration/

# **Registration for Winter 2026**

Thursday, Oct. 30 – NCAA Athletes and Veterans Priority Registration

Monday, Nov. 3 - Graduate Students, Undergraduate Post-Degree and Seniors (90+ earned credits)

Tuesday, Nov. 4 – Juniors (60-89.99 earned credits)

Wednesday, Nov 5 – Sophomores (30-59.99 earned credits)

Thursday, Nov 6 – Freshman (0-29.99 earned credits)

Friday, Nov. 7 – Unclassified/Unranked Students

## **Winter Intersession Courses**

December 29, 2025, through January 10, 2026. Intersession courses are part of the Winter semester for tuition/financial aid. Students are allowed to take one intersession course only.

CRN 20112	ENL 2350 J1	Study of Fiction	3 credits	Core E2
CRN 20529	SWK 3000 J1	Self-Care/Spirituality	3 credits	Core IT5/IT6
CRN 20957	MTH 1040 J1	Algebra C	1 credit	Core Area B1
CRN 22227	SCIE 2300 J1	Pre-HealthCare/Science Career Portfolio	1 credit	