

Tips for RIM Advising

Hopefully you will find this resource helpful, but please let me know if I can help you with any student advising questions! ☺

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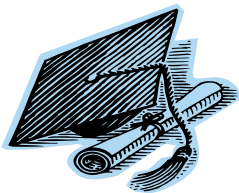
Upper Division forms should be filed at **60** hours of earned coursework. After the student has obtained the signature of a minor advisor (send student to the department of which the minor will be granted), have them sign, you sign, and have student submit to Recording Industry secretary.

You may assist your advisee in completing the upper division form by accessing their unofficial transcript in Pipeline (WebMT tab).

BEWARE!!!

Courses marked with a # or an * symbol are used to fulfill a high school deficiency or a ACT/SAT COMPASS Prescribed requirement. These courses **CANNOT** be used to fulfill a general education requirement (with the exception of Math 1710K), but they may be used to fulfill general elective requirements to meet the 120 hours needed to graduate.

Speaking of General Education--Please note that students **MUST** take a course listed in a particular area or a course substitution will need to be filed. (No, a course with the same prefix and higher number, i.e. COMM 2300, does not meet the requirement for COMM 2200.)



Intent to Graduate forms--deadlines are listed in the schedule books each semester *and* should be filed during "Priority or Early Registration" two semesters prior to student's desired graduation date.

"What do I have to do to graduate?"

General Education Requirements	41 hours
Computer Literacy Requirement	3 hours
Recording Industry Major	45 hours
One Minor Required	15–21 hours
General Electives (anything)	10–16 hours
Required Hours to Graduate	120 hours

What can Pipeline/WebMT do for YOU?

Many of you may know, but for anyone who doesn't . . . click on the "Faculty" link. When viewing the "Class List" page, faculty members can send an e-mail to either one or all of their students in a particular class.

Your advisees can view their registration holds, assigned advisor, assigned registration time, degree audit, unofficial transcript, financial aid information and MORE!

Who are your students?

RIM majors are the brightest and most talented students at MTSU. But have you ever wondered why some of our students have difficulty with some of the simplest tasks?

Welcome to the challenge of advising the "**Millennials.**" This population of students is identified by the following characteristics: they were not only "**wanted,**" but also "**sought**" (some may be test-tube babies!), so many of their parents have catered to their every need. They are "**tech savvy;**" they are "**tested generation**" whereby they are used to learning a block of information and then being tested over it, so they are not very skilled in *applying* what they have learned; they are kings and queens of "**multi-tasking**" and need to learn how to concentrate, focus and internalize information; they are a product of the "**fast food, NOW**" generation.

(NACADA National Advising Conference, October 2005)

Now does this help make sense? They need you, their faculty mentor and advisor, to teach them so much—and this can be an extremely rewarding experience. After all, don't you remember and appreciate your mentors? ☺

"What can I register for while I am waiting to find out if I have candidacy?"
RIM 3650, RIM 1230, minor courses or general electives.

Where to Find Help:

OFFICE	LOCATION	EXTENSION
Admissions	COPE 210	2111
Adult Services Center	KUC 320	5989
Bookstore	KUC bottom floor	2700
Guidance and Testing	KUC 329	2670
Disabled Student Services	KUC 120	2783
Financial Aid	COPE 212	2830
Graduation Analyst, Janet Billingsley		2159
Health Services	MHS	2988
Housing	KUC 300	2971
International Programs/Services	COPE 202	2238
Library—circulation		2650
Library—reference		2817
Multi-Cultural Affairs	KUC 124	2987
MTSU Records Office	COPE 102	2600
Scheduling Center	JUB 123	5800
Student Affairs	KUC 212	2440
Withdrawals, Becky Garrett	KUC 212A	2808
Women's Center, June Anderson	JUB 206	2193

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Campus Operator

2300

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