Welcome to UMass Boston! Academic advisors are here to offer support, guidance, and resources to help you develop your educational path. We will connect you to programs that match your academic and career interests and inform you of enrichment opportunities that will maximize your success.

Students with declared majors are advised in their college. Please see your WISER Student Services Center page for the name of your advisor. The University Advising Center advises the following groups of students: undeclared majors in the College of Liberal Arts (CLA) and the College of Science and Mathematics (CSM), students with fewer than 60 credits in the College of Management (CM) and the College of Public and Community Service (CPCS). Please read your degree progress report frequently and seek advising at least once a semester to discuss your academic plans or explore solutions to any problems you may be experiencing.

REMEMBER THESE DATES!

**Monday, January 25:**  
Classes begin for most courses*  
Print out a copy of your class schedule and check it very carefully for accuracy. Remember—you are expected to attend all scheduled classes. If you are waitlisted for courses, be sure to attend them, too, so you don’t fall behind. If a space opens up in the class, the university will notify you by email, so check your UMass Boston email frequently. A professor may also give you a permission number allowing you to register for a course on WISER. (For access to WISER, see instructions on the other side of this sheet.)

**Monday, February 1:**  
Add-drop deadline*  
If you need to add or drop courses, this is your last chance! You will be academically and financially responsible for the courses in which you are enrolled. Will you have enough time to study? Plan to study two to three hours for every hour spent in class, and develop an effective system for managing your time. Assess the difficulty level of your courses. If you need help, visit Academic Support for subject tutoring or help with writing.

**Tuesday, March 1:**  
Get ready to register for next semester  
Registration for winter and spring 2016 is quickly approaching. In order to register as soon as your enrollment period begins, you will need to take care of any administrative obligations that would generate a “hold” on WISER. Holds may appear on your WISER record as a reminder to pay your tuition or submit your immunization paperwork to Health Services. You will likely have an advising hold, so remember to print out a copy of your degree progress report, read it carefully, and bring it to your advising session. Once all of your holds are removed, you may enroll in your courses.

**Monday, April 4:**  
Winter and spring 2016 registration begins  
Check WISER to find out when your enrollment appointment begins. The earlier you register, the more likely you are to get into your first-choice courses. Visit our website “toolbox” section for helpful ways to search for general education courses (www.umb.edu/academics/vpass/uac/toolbox/).

**Wednesday, April 20:**  
Pass/Fail and course withdrawal deadline  
This is the last day to withdraw from a course or take it pass/fail. Consult with your advisor and professor if you are considering these options. Begin to develop a study plan for your final examinations.

**Wednesday, May 11:**  
Last day of classes and deadline to withdraw from the university

*Excludes courses offered through the College of Advancing and Professional Studies (CAPS). Refer to www.umb.edu/academics/caps for more information, or speak with an advisor.

Visit the Registrar’s Office website for the complete academic calendar: www.umb.edu/registrar/academic_calendar/
**ADDITIONAL RESOURCES**

**Academic Support Programs**
Writing, math, and subject tutoring; academic skills workshops (time management, note taking, test preparation, etc.); ESL Center; developmental math course; critical reading/writing courses
Campus Center, 1-1300 | 617.287.6550
www.umb.edu/academicsupport

**Office of Undergraduate Studies**
Information and resources for General Education requirements and the Writing Proficiency Requirement
Campus Center, 1-1300 | 617.287.6330
www.umb.edu/us

**Ross Center for Disability Services**
Testing accommodations, interpreter services, assistive technology, note-taker services, disability parking, and other services and accommodations to eligible students
Campus Center, Upper Level, 211 | 617.287.7430
www.umb.edu/disability

**MyGPA — University Advising Center's GPA Calculator**
- Need an easy way to calculate your GPA?
- What grades do you need to reach your goal GPA?
- How will repeating a course affect your GPA?

Let the University Advising Center's MyGPA calculator do the work for you!
www.pcesp.umb.edu/gpa/gpa.php

**WISER:**
First-time access to create your new password
1. Go to the UMass Boston homepage: www.umb.edu
2. Click the WISER link on the top of the page
3. Choose the Student Log-In link
4. Enter your campus email user ID (only the part before @ sign)
5. Enter your initial password. This is the first letter of your last name capitalized, the second letter of your last name, lower case, the two-digit month of your birth, the two-digit date of your birth, and the four-digit year of your birth. For example, John Smith, whose date of birth is September 1, 1986, would have the following password: Sm09011986
6. You will now be asked to change this initial password; follow the rules as outlined on the Change Password screen

**WISER:**
Access to the Degree Progress Report
1. Log-on to WISER
2. Under Student Center, click 'boston degree audit'
3. Sign in to the degree audit system
4. Click 'Request Audit'
5. You may select 'run current programs' for your current major, or 'run selected programs' for a 'what if' audit. (The 'what if' feature allows you to select a different major, other than your current.) You may also run an audit for a second major or a minor. **Most Important** In the 'Options' section, next to 'Format,' select 'PDF' in the drop-down menu
6. Click on 'Run Audit.' — Wait a few moments
7. You will see a list of completed degree audit reports. Select 'View Audit.' Make sure to select the audit that you created with today's date and time. You may also access your transfer credit evaluation from this screen; see below.
8. Download PDF Audit

**WISER:**
Information for Transfer Students
For transfer students, your Transfer Credit Evaluation can be found at step 7 above. Before selecting the degree progress report, select the 'transfer evaluation' tab in the top menu. This evaluation includes courses that have been accepted, not accepted, or are pending review by the Admissions Office. Courses completed during the previous semester may not yet have been added to your transfer credit evaluation; make sure to request a final transcript from your previous college. Please make a list of these courses and try to get a sense of how they may count toward your degree requirements.

As a general rule, avoid registering for courses that closely resemble ones you have already completed, as you risk losing the transfer credit. This is especially true of courses offered in a sequence, such as math or science. For example, if you register for a UMass Boston math class at or below the level of a course you have transferred in, you will lose your math transfer credits.

If you have transferred in electives (8000-numbered courses) or find that “faculty review” is listed next to one or more courses, please visit the Admissions Office for further evaluation. You will need to complete a “Faculty Review/Transfer Credit Petition Form” and include a course description. The Admissions Office, in collaboration with the appropriate academic department, will then evaluate the course and determine how it will count toward your requirements—as an elective, a general education course, or a course in your major. Some courses may not be accepted.

If you have transferred in 8000-numbered courses, you are receiving elective credit. These courses may fulfill general education distributions or elective credit toward the 120 credits required for graduation. If you believe an elective course should fulfill a major or general education requirement, please visit the Office of Undergraduate Admissions to complete a Transfer Credit Petition Form. A course description is required for review.

**Office of Career Services and Internships**
Career planning, counseling, seminars, Focus 2 (a career exploration inventory), internship opportunities, job search resources, graduate school, assistance choosing a major
Campus Center, 1-1300 | 617.287.5519
www.umb.edu/careers

**Counseling Center**
Individual counseling: improving academic performance; balancing school, work, and personal life; coping with anxiety or depression; working through grief; and dealing with relationship difficulties
Quinn, 2nd floor, 039 | 617.287.5690
www.umb.edu/healthservices/counseling_center

**One Stop Center**
Walk-in assistance with registration, billing, and financial aid issues, including interpreting your financial aid award letter; financial aid assistance; student account inquiries; tuition payments; registration information; records information; add/drop processes
Campus Center, Upper Level, 120
www.umb.edu/campus_center/services/one_stop/