- Every student is required to meet with his or her academic advisor at least once a semester until completion of 75 credit hours.
- The Psychology Department encourages to students to contact their advisors three weeks prior to their class registration date.

Login to your My Missouri State profile (<u>https://my.missouristate.edu/cp/home/loginf</u>)

Login: abc123 example: a Password: ******* example: > Log in	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	State Having trouble logging in? Lcan't remember my password, What's my account? What is BearPass?	What is BearPass? BearPass is your fast pass to accessing Missouri State resources. This account provides access to email, My Missouri State, Blackboard and more. Learn more about BearPass.
Go to the "Acade	emics" tab		
Home	Profile	Academics	

Click on "Registration Status" (Located in "Registration Tools" Module)

Registration Tools	
Select Term	
<ul> <li>Add or Drop Classes</li> </ul>	
<ul> <li>Active Registrations</li> <li>Refund and Drop Deadlines</li> <li>Registration Fee Assessment</li> <li>Registration History</li> <li>Registration Status</li> </ul>	
<ul><li>Advising Notes</li><li>iGrade Instructor Evaluations</li></ul>	

The Registration Status Information page will list your advisor, earliest registration date/time, and any holds.

## **Registration Status Information**

Select New ID Select New Term

## Fall 2015

Student's Name & M#

## **Basic Information**

Primary Advisor Earliest registration date and time Advisor's name listed here

7:00 AM 4/14/2015

Advising notes provides a wealth of information. This page contains important information regarding a student's degree program including declared major(s) and minor(s), academic standing, and his or her academic advisor. Useful links to test scores, transcripts, registration status, and registration history all appear on this page as well. The advising notes portion of this page is a useful tool for both students and advisors. Each time a student meets with an advisor, an advising note should be created detailing the discussion that took place with the advisor. Usually, helpful links and next steps are also included in the advising notes for students and advisors to know what the student has been told before. It is important that each advisor take time to create these notes and that each student takes time to read through them to be sure all information was communicated effectively. These notes will become part of the student's academic record.

Login to your My Missouri State profile (<u>https://my.missouristate.edu/cp/home/loginf</u>)



Click on "Advising Notes" (Located in "Student Records" Module)



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