

THE ACADEMIC
ADVISEMENT
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The Advisement Times

VOLUME 12, ISSUE 1

FALL 2011

Unsure about the General Education curriculum? Have a question you want answered? Check out the new

General Education & FAQ Video Series

In continuing the Advisement and Exploratory Video Series Project, we've added something new and exciting to the Academic Advisement and Exploratory Program websites: [The General Education & FAQ Video Series!](#) Who better to explain your commonly asked questions about General Education but one of Millersville's own founding fathers, J.P. Wickersham!



Mark Your Calendar

October 7-12: Fall Break

October 12: Winter/Spring 2012 class web schedule available

October 13: Change of Major/Minor deadline (to be effective for fall registration)

October 17: TAP (Term Advisement Pin) numbers available

October 26: Winter '12 Registration begins

November 4: Last day to withdraw from a course and receive a W grade (Registrar's Office)

November 10-18: Undergraduate early registration for Spring 2012. Check Registrar's website for registration schedule date and time.

November 22-28: Thanksgiving Break

December 13-17: Finals Week

December 18: Fall 2011 Commencement

December 23: Grades available on MAX after 4:30pm

Tips for success in college

As the beginning of a new school year, Fall is a great time to get into good habits that will add to your success in college. Additional to the obvious studying, reading, and doing your work, here are some extra hints from other students who have succeeded:

- Get to know your professor. A good rule of thumb, "make sure your professor knows your name." This way, you can feel comfortable communicating with your professor and have a more enjoyable class experience.
- Sit in the front. Statistics tell us that students who sit in the front get the best grades. It makes you visible to the professor and forces you to pay attention.
- Turn off your cell phone. Not only is it rude, it is distracting—to you and others! Phone calls, texting... not good for during class. There are also some professors that will penalize you for cell phones in class. Unless you have a special circumstance that you need to keep your phone on and have arranged it with your professor ahead of time, there should be no reason for your cell phone to be on during class.

- Don't be late and don't miss class. Being late and missing classes are the easiest way to let your grades slip. It might be tempting to skip class, but think about all the lecture and important announcements you may miss! If you have to be late or miss class, make arrangements ahead of time with your professor, but definitely don't make it a habit. To learn, you **MUST** be present.
- Communicate. If you do not understand something, be sure to get help immediately. The sooner you get help, the sooner you can improve your performance in the class. No one knows the class material better than your professor!
- Be smart about study groups. Study groups can be beneficial, however, they can also be unproductive. Be sure to study with students who you know will stay focused. Study time is not social hour.

Need more tips for academic success? The Advisement staff can help! Contact your assigned adviser, email us at adviser@millersville.edu, call us at 717-872-3257 or stop by our office in Lyle Hall and set up an appointment.



Discipline is the bridge between goals and accomplishments.

-Jim Rohn

Got a question? Ask an Adviser...

Dear Adviser,

Do I need a TAP number to register for courses? Where do I get one?

Answer: Yes, you **MUST** have a TAP (term advisement pin) number in order to register if you are a currently enrolled student. If you do not have your TAP number, you will not be allowed into the MAX system to register. Your adviser has your TAP number and you will need to get it from him or her **AFTER** meeting with them for advisement. TAP numbers are necessary incentives to meeting with your adviser. We recommend you arrange to meet with your adviser **at least** a week before you are scheduled to register. If you wait until the last minute, you could miss the opportunity to register at your scheduled date & time.

If you have any questions about TAP numbers or advisement issues in general, please contact us at adviser@millersville.edu, 717-872-3257 or visit us on the second floor of Lyle Hall.

Who We Are

The Office of Academic Advisement, located on the 2nd floor of Lyle Hall, coordinates services for all students in conjunction with academic departments such as change of majors, minors, and advisers, and provides advisement for students who have not yet declared an academic major in collaboration with the Exploratory advisers. The office has a comprehensive [website](http://www.millersville.edu/advisement) at www.millersville.edu/advisement. The Exploratory Program also has a [website](http://www.millersville.edu/undprgm) which includes relevant information for the undecided student at www.millersville.edu/undprgm.