Hi,

Welcome to Seattle University! SU’s College of Arts and Sciences is excited you have joined our academic community. Signing up for your first quarter of classes at Seattle U is a significant milestone in your transition to college. We will be alongside you every step of the way to help you get ready for your first Fall on campus.

Below is a step-by-step outline that will guide you to completing all required tasks throughout your Advising and Registration process this summer.

WHAT IS “ADVISING AND REGISTRATION”?

The goal of Advising and Registration is to complete your Fall Quarter 2023 class schedule. Here are important terms to understand:

- **Academic Advisor**: A staff or faculty member who guides you toward successfully completing your degree.
- **Academic Advising**: A collaborative relationship between you and your Academic Advisor that involves course planning and registration, exploring academic and career goals, and connecting with campus resources.
- **Course Registration**: A designated time when you sign up for classes during the upcoming quarter.

Here is an overview of all tasks you need to complete to register for your Fall Quarter 2023 class schedule:

<table>
<thead>
<tr>
<th>Task</th>
<th>Deadline</th>
<th>Where to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign up for Academic Advising Appointment</td>
<td>Friday, June 2</td>
<td>Admissions Portal</td>
</tr>
<tr>
<td>Complete Course Preferences Form</td>
<td>Friday, June 2</td>
<td>Admissions Portal</td>
</tr>
<tr>
<td>Complete Academic Advising 101 Module</td>
<td>Before Advising Appointment</td>
<td>Canvas</td>
</tr>
</tbody>
</table>
Complete Course Registration 101 Module | Before Advising Appointment | Canvas

Attend Academic Advising Appointment | Friday, July 28 | Admissions Portal

HOW TO PREPARE FOR ADVISING AND REGISTRATION

Starting today, you can begin the following tasks to work toward completing your Fall Quarter 2023 class schedule:

**Online Orientation Modules**

Your Online Orientation Modules, located in Canvas, explore different topics that prepare you for your transition to college life at SU. The following modules will prepare you for Advising and Registration:

- **Academic Advising 101**: This module explains how Academic Advising works, reviews academic terms, and shares resources available for academic support.

- **Course Registration 101**: This module includes step-by-step instructions to prepare your Educational Plan and select courses you will sign up to take during the upcoming quarter.

**Course Preference Form**

The purpose of this form is to provide insight to your Academic Advisor that will guide your conversation about registering for classes. To access and complete your Course Preference Form:

1. Log into your Admissions Portal and go to your New Student Checklist.
2. Click the “Academic Essentials” button, then click the “Course Preference Form” checklist item.
3. Follow the instructions on this page to complete your Course Preference Form.

**ACADEMIC ADVISING APPOINTMENT**

**Academic Advising Appointments begin Monday, May 30, 2023.** During your appointment, you will connect with an Academic Advisor to discuss degree requirements and register for your Fall Quarter 2023 classes.

[Click here to sign up for an Academic Advising Appointment now!](#)

![SIGN UP HERE](image)

**WE LOOK FORWARD TO MEETING YOU!**

We can’t wait to start collaborating with you to shape your academic journey! We recognize the transition to college comes with a LOT of new information. You’re not alone – we’re here to help you! Please don’t hesitate to reach out to us with any questions. We look forward to seeing you at your Advising and Registration workshops and meeting you in person on campus this fall!
Note: If you have extenuating circumstances that prevent you from being able to complete any Advising and Registration tasks during the timeframes listed above, please contact our Advising Center at ASCAdvising@seattleu.edu.

Sincerely,

COLLEGE OF ARTS & SCIENCES | SEATTLE UNIVERSITY
901 12th Avenue, Seattle, WA 98122
Casey 110 | 206-296-2840
ASCAdvising@seattleu.edu