Visual Arts Program, School of the Arts
Student Preparation for Advising Appointments

It is your responsibility to get the most out of your advising appointments. You can do this by preparing ahead of time for your meetings and coming to your advisor's office on time. Students majoring in the Visual Arts Program are required to meet with their advisor(s) each semester prior to registration.

1. Schedule an appointment with your assigned advisor through the SSC system. Access SSC at https://nku.campus.eab.com/
2. Utilizing your degree audit, major/foundation of knowledge checklists, and the schedule of classes available in myNKU, create a list of courses that you are interested in for the next semester. Place classes in your Registration Cart in myNKU or utilize the Academic Plan software and place classes there.
    a. Degree Audit: https://one.nku.edu/task/all/degree-audit
    b. Checklists for the Visual Arts Program majors (with Gen Ed/Foundation of Knowledge) and minors: http://artscience.nku.edu/departments/art/resources/advising/checklists.html
3. Be sure to check the following information in your myNKU account:
    a. What is your declared major?
    b. Do you have a declared minor/focus? (BA and BS students must earn a secondary area of study, while BFA students are not required to have a secondary area)
    c. Are you planning to earn the BA or BS at graduation or are you considering the BFA options?
    d. What is your catalog year?
    e. Do all of the classes in your Registration Cart or Academic Plan fulfill requirements for your major/minor/foundation of knowledge or graduation requirements?
    f. According to your SSC or myNKU account, do you have any holds?
    g. How many total credit hours have you earned thus far?
    h. How many upper-division credits (300-400 level) have you earned thus far?
4. Create a personal list (space provided below) or email your advisor a list of questions or concerns that you want to address during your advising appointment (being sure to clarify in the email that you would like to discuss the topics/questions in your advising appointment). Be prepared to discuss the above questions and your personal questions/comments with your advisor each semester!