

Union College Course Planning Guide



Name:		Graduation year:	
Student ID:		Box number:	
Email:		Voicemail:	

ADVISOR HISTORY		ADVISOR DATES			
Advisor 1		From:		To:	
Advisor 2		From:		To:	
Advisor 3		From:		To:	

COURSE HISTORY / PLAN				
Freshman Year	Fall Term	Winter Term	Spring Term	Summer Term
Year:				
Credits earned:				
Sophomore Year	Fall Term	Winter Term	Spring Term	Summer Term
Year:				
Credits earned:				
Junior Year	Fall Term	Winter Term	Spring Term	Summer Term
Year:				
Credits earned:				
Senior Year	Fall Term	Winter Term	Spring Term	Summer Term
Year:				
Credits earned:				

RECORD OF MAJOR / MINOR				
Date	Department or Program?	Major or Minor?	Leaning	Declared

FOR THE COMMON CURRICULUM (GENERAL EDUCATION) SEE: <http://www.union.edu/offices/gen-ed/>

THE COMMON CURRICULUM	Course	Date	WAC Courses (2 divisions)
Build Intellectual Foundations			WAC
Honors/First-Year Preceptorial			WAC
Scholars/Sophomore Research Seminar			WAC
Literature (HUL)			WAC
Natural Sciences with Lab (SCLB)			WAC
Quantitative and Mathematical Reasoning (QMR)			WS
Explore the Liberal Arts			Comments? (Y or N) (Put a Y above to indicate the presence of comments on the "Comments" page.)
Arts and Humanities (HUM)			
Social Sciences (SOCS)			
Science, Engineering, and Technology (SET)			
Create Connections Across Boundaries			
Languages and Cultures (LCC)			
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STUDENT NAME	
DATE	COMMENTS

Instructions to the advisor:

Use this form as an Excel spreadsheet, or print it out and keep in the student's advising folder.

If you use this as a computer file, be sure to use the File ... Save as... commands to save this file under a different name for each advisee.

The student username.xls is a good file name.

Please fill in student name and contact information. Be sure that contact information is kept current.

Enter your name and advising dates.

When the student changes advisor, please e-mail this sheet as an attachment to the new advisor.

Use the "Comments" worksheet to enter relevant information about the student's academic program and other interests.

Indicate on the Data sheet whether you have added comments.

Enter the student's actual courses taken for the current and past terms.

Enter the student's plan for future terms.

For details of Major or Common Curriculum requirements, see the College Catalog for the student's freshman year, or the Advisor's Advisor website: <http://muse.union.edu/advising/>