



Becoming an Advisor

Faculty Resources

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- » Course Scheduling Advising
- » Career Development
- » Campus Resources/Directory

For Students

For Advisors

Events

EVENTS

April 4th, 2019
Gaining Better Writing Skills!
 "Gaining Better Writing Skills!" -- Now, more than ever, good written English skills are imperative for success in... [Read More](#) →

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Home » Advising

Steps To Becoming An Advisor

Advisor Access

New advisors must attend the training "Best Practices for Effective Faculty Advising" Part 1 & 2. After attending both parts of the training, complete a "Request for Student Profile" form and return the form to the Academic Success Center (ASC).

Advising information is available on the University's integrated student information system, ULink. You can email your students to announce the beginning of the advising period, send out advising reminders, and clarify expectations for new and continuing students.

By the beginning of October, all new students are assigned a departmental academic advisor and freshmen and sophomores have access to their Grade Checks. This is a good time to contact your advisees about grade checks, tutoring resources, drop deadlines, the two-week advising period, and scheduling an advising appointment.

Advising Session

During an advising session, you should have access to the Student Profile (on ULink under the Faculty tab), Catalog, blue advising form, and any departmental information about your student's major.

Advisors must remove a student's advising hold for the student to be able to register classes. It is recommended that you remove the hold during the advising session. You may do this by clicking "Lift Advising Hold" on their Student Profile page.

Advisor Training Workshops are offered prior to semester advising sessions in the fall and spring. Check for current listings of workshops at Advisor Trainings



Banner Advising

Advisor Training

Visit the Office of the University Registrar's Banner training page for assistance with Adding and Removing Advisors, Granting Overrides, Lifting Advisor Holds and more.

Additional Resources

- [Banner Help for Advisors](#)
- [Banner Information Central](#)
- [Office of the University Registrar's Banner Training Classes](#)

Keep checking back for the most up to date information on Advising.

[BANNER LOG-IN](#)

[Online - Click here to chat](#)

Academic Success Center
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P. O. Box 43580
Lafayette, LA 70504
Phone: 337-482-6818
Fax: 337-482-1161
asc@louisiana.edu

Enter your email address

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