



Spring 2019 Undergraduate Advisement Form

Instructions to Student - Complete the following steps in order.

- STEP ONE:** Complete the form below using your LoboTrax Degree Audit, UNM Catalog, and info found on <http://cbe.unm.edu/>.
- STEP TWO:** Take your completed form and your LoboTrax degree audit to your assigned faculty advisor for review/approval.
- STEP THREE:** Submit the form to Krista Navarrette in FEC 1200. You may drop it off for her at the CBE front desk. Krista will then remove your academic advisement hold and email you and your faculty advisor to answer any questions you left for her on this form in the comments section. In Summer 2019, Sarah will update your file folder and make any necessary changes/edits to your LoboTrax degree audit and/or your academic record.

Name: _____ UNM ID Number: _____

UNM Email Address: _____ Estimated Graduation (Semester/Year): _____

Concentration: _____ Minor (optional): _____

(Bioengineering, Chemical Process Engineering, Environmental Engineering, Materials Processing, Semiconductor Manufacturing, or Undecided)

2nd Major (optional): _____

Did you participate in Undergraduate Research in Spring 2019? (circle one) YES NO

If you answered yes, please answer the next two questions. If you answered no, skip the next two questions.

Was it paid or voluntary? _____

List the name(s) of UNM faculty and/or name(s) of the lab/company you worked for: _____

Do you plan to stay in your current catalog year (current curriculum requirements) or do you want to move to the 2019-2020 catalog year (new curriculum requirements)? (circle one) CURRENT 2019-2020 (NEW)

SPRING 2019			SUMMER 2019		FALL 2019	
Course	Credit Hours	Anticipated Grade	Course	Credit Hours	Course	Credit Hours

Total Hours: _____

Total Hours: _____

Total Hours: _____

Questions/Comments/Concerns? Include any LoboTrax issues, if you need to change catalog year, update concentration, etc.

Student Signature: _____ Date: _____

Faculty Advisor Signature: _____ Faculty Advisor Name (printed): _____ Date: _____

For Program Advisement Coordinator use ONLY		
Degree Checklist Update: _____	Exceptions requests sent for Degree Audit	Comments
SZADEGR Check: _____		
Hold Removal: _____		