



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 Sarah E. Dominguez in FEC 1300. You may drop it off for her at the CBE front desk. Sarah 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. Sarah will also 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 Summer 2019 or Fall 2019? (circle one) YES NO

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

Which semester? (circle one) Summer 2019 only Fall 2019 only Summer 2019 & Fall 2019

Was it paid or voluntary?

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

Table with 7 columns: Course, Credit Hours, Anticipated Grade for FALL 2019; Course, Credit Hours for FALL 2019 LATE STARTING COURSES; Course, Credit Hours for SPRING 2020.

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. Table with 3 columns: Degree Checklist Update (SZADEGR Check, Hold Removal), Exceptions requests sent for Degree Audit, Comments.