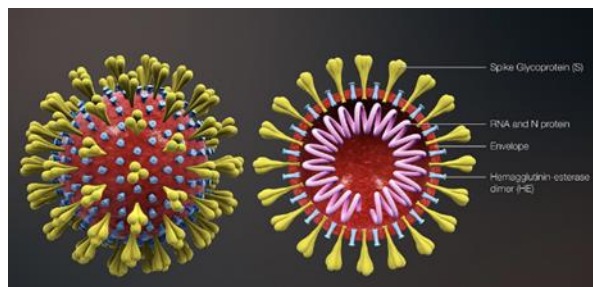


**FAQ'S FOR THE REMANDER OF SUMMER AND FALL 2020
ACADEMIC ADVISING – TO MINIMIZE THE SPREAD OF THE
COVID-19 VIRUS**



<https://trendingnewsbuzz.com/2020/02/07/>

<p>How can I schedule an appointment with my Academic Advisor during the summer and fall?</p>	<p>We will be offering phone or video (WebEx) advising appointments over the summer and fall semesters to minimize Covid-19 spreading. You may schedule an appointment by calling the Advising Center Monday-Friday from 8am-5pm at 702-895-2522. There will be no in-person advising appointments through the fall semester.</p> <p>Students are also encouraged to email their advisors with questions you may have. Please note that depending on demand it may take advisors up to 5 business days for a response and may recommend an advising appointment.</p>
<p>Will the Advising Center be open for the Summer and Fall semester?</p>	<p>The Advising Center front desk will only be open for students to come and ask quick questions or schedule appointments starting on August 10. No paperwork will be accepted at the front desk. All paperwork will need to be emailed to engineering.advising@unlv.edu</p> <p>Advisors will not be available for in-person appointments. Students are asked to either email their advisor or make a phone or video advising appointment.</p>

<p>How many students will be allowed into the Advising Center lobby at one time?</p>	<p>The Advising Center will adhere to the recommended 6 ft. social distancing recommendation. If another student is being assisted, please stand on the designated spot that is indicated by the signage on the floor. There will be no sitting or waiting allowed in the waiting area.</p>
<p>Will I be required to wear a face mask if entering the Advising Center for any reason?</p>	<p>Masks will be mandatory per State and University mandates for anyone entering the Advising Center. Please wear a mask for the protection of other students and our front desk staff.</p>
<p>How do I submit paperwork for processing? (Prerequisite Waivers, Senior Design forms, Petitions, VA Forms, etc.)</p>	<p>Paperwork may be submitted to the Advising Center only via email at: engineering.advising@unlv.edu</p> <p>All College of Engineering paperwork can be found online on our website: https://www.unlv.edu/engineering/advising/forms</p> <p>NO PAPER COPIES WILL BE ACCEPTED</p>

<p>How can I apply for Advanced Standing?</p>	<p>All of the Advanced Standing forms can be found online and may be submitted to us via email to the advising center.</p> <p>There is a requirement to meet with a Faculty Mentor. Mentors are assigned by the department that oversees your major. Your Faculty Mentor must sign off on your Advanced Standing form prior to submitting the form to the advising center.</p>
<p>Will open advising be offered during the summer and fall semesters?</p>	<p>For the summer and fall semester open advising will be offered only through phone advising on certain days leading up to the start of the fall semester, August 17-21 and August 24-28. Students can call the advising center at 895-2522 to get on the list to be called back during these two weeks.</p> <p>Open advising is held from 9:00 to 11:00 a.m. and from 1:30 to 3:30 p.m. during these two weeks.</p> <p>You can also reach out to your individual advisor by email for short questions.</p> <p>Reminder: Open advising is for short 10 minute sessions. Please note that your advisor may refer you to schedule an appointment if you have in-depth or multiple questions.</p>
<p>Can I email my advisor with questions?</p>	<p>Yes, you are encouraged to email your advisor with questions. Please note that your advisor may refer you to schedule an appointment if you have in-depth or multiple questions. Please give 3 to 5 business days for a response due to the volume of emails advisors are receiving. Advisors will try to prioritize urgent matters especially as the fall semester draws closer. Please do not email advisors multiple times will not make the response time any quicker.</p>

How do I submit petitions?	<p>Petition forms can be found online on our website: https://www.unlv.edu/engineering/advising/forms</p> <p>Fill out the petition form and email it to the Advising Center for processing and signatures. Once the petition has been approved or denied students will be informed of the outcome of the petition request.</p>
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****NOTE THESE POLICIES AND PROCEDURES ARE SUBJECT TO CHANGE
DEPENDING ON COVID-19 CONDITIONS AND STATE, UNIVERSITY OR COLLEGE OF
ENGINEERING RECOMMENDATIONS.**

Advising Center Staff Contact Information

Chris Parker (christopher.parker@unlv.edu) – *Director and Scholarship Coordinator,
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(ALL INCOMING FRESHMEN ONLY)*

Advising Center Resources

Website: <https://www.unlv.edu/engineering/advising>

College of Engineering Forms: <https://www.unlv.edu/engineering/advising/forms>

College of Engineering Advising Center Email Address: engineering.advising@unlv.edu

College of Engineering Advising Center Phone Number: 702-895-2522