

## Welcome to the October Edition of the AACD Advising Newsletter

**Please make sure students are accessing their Loper email address – many students have not logged in since the migration.**

### Important Dates and Information

October 1	Early-Term Grading for full-semester courses opens
October 2	<a href="#">Career and Internship Fair</a>
October 7	Early-Term Grading for full-semester courses closes
October 20-21	Fall Semester Break
October 22	Academic Advising Begins
October 27	Spring 2026 Early Registration (for all currently enrolled students)
October 31	Last day to change a full-semester course to CR/NC

### ACADEMIC ADVISING

#### Academic Alerts

Academic Alerts are live. Faculty are encouraged to submit Academic Alerts when students are experiencing academic difficulty. These students are then notified by email and offered assistance that will help them complete their classes successfully.

Submitting the alert has five steps. Please follow them to ensure the alert is submitted correctly.

[How to Submit Academic Alerts](#)

### ACADEMIC ADVISING BEGINS OCTOBER 22

*The Spring 2026 schedule is live. Please remember to reach out to your students so they know how to make an appointment with you!*

**Comprehensive academic advising process: steps before, during, and after the advising session**

Please do not lift advising flags without meeting with your advisee first.

### **Before Advising:**

#### **1. Email Advisees**

- Inform students how to book an appointment with you (bookings link, etc).
- Advise the student to review their [early-term grades](#) and academic performance before the meeting.
- Encourage students to review their [academic information and plan in Stellic](#).
- Advise the student to review the [four year Career Development Plan](#).
- If desired, add advisor picks (instructions attached).

### **During Advising:**

#### **1. Listening to the Student:**

- Discuss how the student is managing their current courses. (Tip: [Early-Term grades](#) can be found in Stellic or MyBlue)
- Explore any academic or personal challenges the student is facing.

#### **2. Discussing Classes for Future Terms:**

- Review and discuss the student's course options for the upcoming summer and fall terms.
- Help the student make informed decisions about which courses to take.
- Allow the student to make final decisions on their course schedule where possible, respecting their autonomy.

#### **3. Career Goals & Internships:**

- Inquire about the student's career goals and whether they are pursuing internships or relevant experiences.
- Offer resources for career or internship opportunities, if applicable.

#### **4. Key Dates:**

- Communicate the registration date/time for upcoming terms.
- If needed, inform the student of the last day to drop classes for the current term and any other important deadlines.

5. Resume Review (Referral):

- If the student expresses interest, refer them for resume reviews or offer advice on how to strengthen their resume.

**Post Advising:**

1. Stellic Notes:

- Record any important details from the advising session in Stellic

2. Follow-Up:

- Ensure any follow-up actions (e.g., registration permits, referrals) are completed.
- Reach out to the student if there are any updates or additional information needed.

**This structure ensures that the advising process is thorough, student-centered, and helps guide students through their academic journey.**

**Do you have a student considering an academic change?**

During advising time, students are often contemplating making changes to their academics, such as changing their major, adding a minor, etc. Please send these students to AACD (located in the Loper Success Hub, Library – 2<sup>nd</sup> floor) so we can discuss their options. [Students can make an appointment with us to discuss an academic change here.](#)

**NATIONAL STUDENT EXCHANGE**

CAREFUL ACADEMIC PLANNING WITH ADVISORS IS KEY TO MAKING THE MOST OF THIS OPPORTUNITY WHILE ENSURING TIMELY PROGRESS TOWARD A DEGREE.



The **National Student Exchange (NSE)** gives students the chance to study for a semester or year at **160+ colleges and universities across the U.S. and Canada**. For 50+ years, NSE has helped students expand their academic and cultural horizons while staying on track for graduation.

#### **Benefits for Students:**

- Explore new courses and perspectives not offered at UNK
- Gain independence and personal growth
- Build connections with professors and peers nationwide
- Access unique research, internship, and field study opportunities
- Experience diverse geographic and cultural settings

We encourage you to share this opportunity with your students. NSE is more than academics—it's a chance to grow, adapt, and thrive in a new environment. Students can learn more at [nse.org](https://nse.org) or by contacting **Holly Peterson** at [petersonha@unk.edu](mailto:petersonha@unk.edu)

#### **CAREER DEVELOPMENT**

##### **Career and Internship Fair**

[CAREER AND INTERNSHIP FAIR](#)

Thursday, October 2, 2025  
Health and Sports Center  
12:30 – 3:00 pm

**Did you know? 96% of students recommend the career fair to a friend. It is a great event for students to network with potential employers from small towns to big cities.**

**Quote from the Spring 2025 fair: “For me, it’s really important to learn about the opportunities that there are for my specific major,” said a Political Science student. “It is kind of a relief to know that there are job opportunities for me after I graduate.”**



We are asking for your help to encourage attendance from students of all majors, from Freshmen – Seniors. With over 130 employers and organizations expected to attend, students can explore internships, full-time career opportunities, acceptance into professional school, and valuable networking opportunities.

Please consider encouraging attendance by:

- Extra credit for attendance
- Attending as a class
- Cancel Class

### **Sample email to send advisees this month**

Dear Advisees,

I hope this message finds you well! As we approach the next phase of the semester, I want to make sure you're fully prepared for registration and your continued career development. Please read through the important details below regarding our upcoming advising meeting.

Please take the following steps to prepare:

1. Schedule Your Advising Appointment:
  - Use this [link to schedule an appointment] to pick a time that works best for you.
  - Appointments are available from [insert start date] to [insert end date], so please sign up as soon as possible.
2. Prepare for Our Advising Meeting:
  - Review your [early-term grades](#).
  - Review your [academic progress in Stellic \(location in MyBlue under the Academics tab\) for prerequisites, degree requirements, and course options](#). Review [Stellic instructional guides](#) for more information.
  - Review the [four-year Career Development Plan. Think about your career goals, potential internships, job opportunities, and other relevant steps to discuss during our meeting](#).

Next Steps:

After our advising session, we will outline your course registration plan and next steps for your career development. Be ready to take notes and ask any questions you may have. If you have any questions or need assistance ahead of your appointment, feel free to reach out to me via email. I look forward to meeting with you and helping you prepare for a successful semester ahead!