

Tuskegee University Academic Advising FAQs

1. Who is my Academic Advisor?

- If you entered Tuskegee University as an Undecided, you will be housed in the College of Arts and Sciences. Dr. Joe Jimmeh (Academic Advisor to the Undecided) Contact 334-725-2334 for additional information.
- If you have declared a major, a Faculty Advisor in your major will be your Academic Advisor. Contact the Academic Advising CA

2. Why do I need an Academic Advisor?

- Your Academic Advisor is the person with the skills and experience that will provide the academic guidance that is needed in order to be successful as a student. He/She will also help in ensuring you fulfill your General Education Core **Advisor?**

- -Recommend appropriate course sequencing of courses on your schedule.
-

appropriate.

-

graduate on schedule. **NB:** Some courses are offered only once per year. Working with your Academic Advisor will ensure you don't miss a needed course. Your advisor can also serve as a mentor, providing valuable information about your chosen field.

5. I am confused as to what major to pursue? Is there an assessment tool I can use to assist me?

- Yes. It is called “**FOCUS**” and is available through our Career Development and Placement Office.
- **FOCUS** is a self-paced, online career and education planning tool for use by college students. It will enable you to self-assess your career relevant personal qualities and explore career fields and major areas of study that are most compatible with your assessment results. Students who use FOCUS make better decisions about their goals and plans and learn how to self-manage their careers.
- **Webpage:** <https://www.focuscareer2.com/Portal/Login.cfm?SID=316>
- Don't be hard on yourself as many students arrive in College and are unsure what to pursue.

6. How do I change my Major?

- You can change your major by filling out the “**Change of Major Card**” in the Office of the Registrar. (An electronic version is being developed). You must first meet with the Department Head of the desired major and discuss your interest. Some major have specific CGPA requirements. You will be assigned a new advisor in the department of your new major.

9.

23. I

28. What is the minimum and maximum course load I can take during the Fall and Spring semesters as a full time student?

- The minimum load for a full-time undergraduate student is twelve (12) credit hours per

32. What type of Honor can I qualify for during Graduation?

- To be eligible for graduation with honors, a student must have been in residence for at least three semesters, excluding the semester in which he/she qualifies for graduation and must have completed 45 semester hours at Tuskegee University. In the calculation of residence, two summer sessions of full-time enrollment in each session are considered the equivalent of one semester.
- Candidates for honors must qualify one semester prior to commencement. Incomplete grades must be cleared for Honors consideration.
- Required CGPA. **NB:** We do not “round off” CGPA’s

3.75	Summa Cum Laude
3.50	Magna Cum Laude
3.25	Cum Laude

33. Does Tuskegee University accept AP, IB, Dual Enrolled and/or

39. Who has access to my Academic Records as a student?

- Tuskegee University complies with the Family Education Rights and Privacy Act of 1974. One key component of this act is that a student's academic record may not be released to any party without the written consent of the student. *If you wish for your parents to have access to your academic records the Record Release Form must be completed and filed with the Office of the Registrar.* Speak with a Staff representative in the Office of the Registrar (334-727-8505)
- Official records are not open to the public and will not be released without the consent of the student. However, certain directory-type information may be released to the public on all students unless individual students state in writing to the Office of the Registrar that