

EARLY REGISTRATION ADVISING

Ouachita Baptist University



Preparing for the Appointment

- Carefully review the student's academic folder and record.
- Have a copy of the General Catalog and CORE Curriculum Summary at hand.
- Check the student's SubSheet in [Info](#).
- Remember that Arkansas Challenge Scholarship recipients must be enrolled in at least 15 hours.
- Please do not enroll first-semester freshmen in online courses.
- Please do not petition classes at the early registration session.
- If you enter a schedule in the system before you meet with your advisee, it's important for you to talk through options with the student and give them an opportunity to have input before finalizing the schedule. Students and parents attending previous ER sessions have identified this as a concern.

Undeclared Majors

If a student has not declared a major:

- Make sure they understand that it is okay to be undecided about a major.
- Emphasize the CORE.
- Make them aware of the university's [Discover Program](#) for undeclared majors.
- Encourage them to visit with the director of Career Services.
- Ask them to identify favorite high school courses and careers they may have envisioned themselves doing in the future.
- Remember that undecided students have the highest dropout rate among freshmen.

Declared Majors

If a student has declared a major:

- Emphasize overall university requirements (i.e., major, minor, CORE) and how they relate to the student's goals.

Dual and Advanced Placement Credit

- Ask whether the student has earned dual credit (concurrent credit). To receive college credit, the student must ensure that an official college or university transcript is sent to Ouachita.
- Ask whether the student has taken Advanced Placement courses. If so, the student must ensure that an official score report is sent to Ouachita.
- First-semester freshmen who have earned dual credit or Advanced Placement credit in high school must still take CORE 1002 OBU Connections, regardless of how many hours they have accumulated. The waiver for CORE 1002 OBU Connections applies only to transfer students who have been enrolled full-time for at least two semesters at another college or university.

Academic Skills Placement

In many, but not all cases, schedules for entering freshmen needing Academic Skills courses will be pre-loaded with those courses before the advisor sees the student. Advisors may change the schedules but should do so only for compelling reasons. For further information, contact Nicole Porchia, Director of the Academic Success Center, at ext. 5234.

Math Placement

A student's math placement is indicated on their advising information sheet.

Students are placed in math classes on the basis of a Math Placement Index (MPI), a score that equally weights their ACT or SAT math score and their high school GPA on a scale of 1 – 100. The table below indicates the placement options for students based on the MPI.

MPI	Course requirement or options
Under 65	ASKL 1023 Introductory Problem-Solving Skills Please note that a grade of at least C must be earned before attempting a college level math course.
65-74	Options: MATH 1003: College Algebra & MATH 1001: College Algebra Lab (co-requisite) MATH 1033: Math for the Liberal Arts (preferred option for students who do not need algebra for their major) MATH 2123: Number Sense & Operations (Education majors only)
75-Above	Same as for 65-74, except MATH 1001: College Algebra Lab is not required.

Students with an ACT Math score of 23 or above may take Intro to Philosophy or Logic to satisfy the Analytic and Quantitative Reasoning menu.

Honors Courses and Extracurricular Activities

Determine whether the student is interested in Honors courses, a varsity sport, choir, band, or music lessons.

General Reminders for Students

- Remind students of the chapel credits requirement.
- Remind students to attend the required events for the Arts Engagement Series.

Concluding the Appointment

- After completing the schedule, explain the printout and ask the student whether they have questions.
- Emphasize the attributes that will ensure a good start and continued success: regular class attendance, good study skills, and time management.
- If the student is assigned a work-study job, remind them that dependability and diligence are two of the most desirable traits that supervisors value.
- Strongly encourage the student to drop by at the end of the second week of the semester.

Early Semester and Mid-Term Grade Contacts

- Advisors are strongly encouraged to contact freshmen advisees early in the fall semester. This will help address issues before they become problematic.
- Contacting freshmen advisees early in the spring semester to discuss the previous semester's grades is also important. Reiterate the importance of time management, study skills, and responsible behavior.
- Each semester, check advisees' mid-term grades and contact them if there is an issue.