

# Academic Advising

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## The CS Major Advising Process

All Computer Science majors who are entering their first term within the Computer Science major, are student athletes, or are on academic probation are required to see their assigned advisor for mandatory advising. Students cannot register for courses in the next semester without attending a mandatory advising session. In late September or February, mandatory advising students will receive an email from their assigned academic advisor to schedule an appointment via [TerpEngage](https://terpengage.force.com/community/s/) (<https://terpengage.force.com/community/s/>).

Students outside of their first semester in the major are not required to come in for a mandatory advising session; they will request permissions through an online form sent by their assigned advisor. Non-mandatory advising students can contact their assigned advisor directly to schedule an advising appointment.

If you are a minor or non-major, you may request permission for CMSC classes here ([/forms](#)).

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## What to Expect During an Advising Session

## Frequently Asked Questions

**Can I request to take three 3-credit CMSC 300/400 level courses next semester?**

**How can I change my assigned academic advisor?**

**How many CMSC classes can I take per semester?**

**How/When do I schedule my**

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(<https://gened.umd.edu/>), discuss their academic performance, and connect them with resources and opportunities. Non-mandatory advising students are encouraged to speak with an advisor at any time during the year to discuss their academic performance or other issues. CS majors and minors can also attend virtual drop-in advising\* (/drop-advising) for quick questions (10 minutes or less), exploratory conversations, and time sensitive issues. Students should contact their assigned advisor for mandatory advisement and in-depth discussions. The CS Undergraduate Advising Office is located on the first floor of The Brendan Iribe Center for Computer Science and Engineering.

*\* Please note that Drop-In Advising is for CS major and minor students **only**. If you are a non-major student, please contact the CS Undergraduate Advising Office at [csadvising-ugrad@umd.edu](mailto:csadvising-ugrad@umd.edu) (<mailto:csadvising-ugrad@umd.edu>) for assistance.*

## How To Prepare for Your Advising Session

### *In-Person Meetings*

- Have your University ID card available.
- Review your degree audit via UAchieve (<https://uachieve.umd.edu/>) prior to attending your session. Take ownership of your education--understanding CS coursework and requirements can help you make timely progress on your degree! Knowing your requirements will also facilitate a productive conversation with advisors.
- Be sure to have a completed 4 year plan (electronic copy is OK) for your advising appointment.

If you scheduled your appointment in person, please check in at the CS Undergraduate Advising Office's front desk on the first floor of the Iribe Center (1000 level, not ground floor) at least five minutes prior to your meeting time.

### *Zoom Meetings*

- Have your 9-digit University ID number available for virtual identity confirmation.

**What are Drop-In Hours?**

**What do I do if I am late to or miss my advising session?**

**What if I have questions outside of my mandatory advising session?**

**What if I want to change my CMSC course permissions after my mandatory advising session?**

**What is mandatory advising/am I required to meet with my advisor each semester?**

**Who is my assigned academic advisor?**

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help you make timely progress on your degree! Knowing your requirements will also facilitate a productive conversation with advisors.

- Be sure to have a completed 4 year plan (electronic copy is OK) for your advising appointment.

If you scheduled your appointment via Zoom please confirm your advisor's preference to join the meeting. You may be asked to wait until the meeting is unlocked, or you may be directed to wait in the main Zoom room until you are asked to join a breakout room. We ask that you wait patiently until we are ready to meet. Most likely, there will be another appointment before and after yours. To protect privacy, only one student per appointment is allowed in the Zoom space.

During your video session, please be aware of the following expectations:

- Limit the amount of noise, distractions, and interruptions in the background
- Check the background area of your meeting location as this is a professional meeting
- Close all unnecessary software on the computer, turn off notifications, and ensure your computer is fully charged
- Test run your microphone, speakers, and webcam and make sure that you can hear, be heard, and are well-lit

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## Online Advising Best Practices and Guidelines

- If you need to cancel your appointment, you can do so via [TerpEngage](https://terpengage.umd.edu/community/s/). (<https://terpengage.umd.edu/community/s/>) We ask that you do so 48 hours in advance, so we can make that appointment available to another student.
- If you forgot to bring your academic plan to the meeting, please work with your advisor to send your plan at a later date.
- Please pay attention to any announcements from the UMD Alert System (<https://alert.umd.edu/>) regarding school closures and any other on-campus emergency. When in doubt, please check your Terpmail (<https://terpmail.umd.edu/>)!

UNIVERSITY OF MARYLAND ([HTTPS://UMD.EDU](https://umd.edu))**Contact Our Office****CS Undergraduate Office (<https://undergrad.cs.umd.edu>)**

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