Student Instructions

Information for scheduling your

Faculty Advising for Fall 2015

IEOR

Faculty Advising Week has been scheduled from Tuesday, March 31 to Tuesday, April 7, 2015.

You have a large range of courses from which to choose, and creating your class schedule will take some organization. IEOR students must meet with your faculty advisor in order to obtain your advising code to register for classes.

Follow these simple steps to get ready to register for classes:

1. Look out for an email message from the IEOR department regarding Tele-BEARS advising week.
2. Do some preliminary thinking about what courses to take.
3. Arrange a time to meet with your faculty adviser. Sign-up sheets will be posted outside your advisor’s office the day before the first day of advising week. Sign up for an available time slot in the advising week.
4. Bring the following items to faculty advising:
   - A Tele-BEARS schedule form completed with your intended schedule for the upcoming semester.
   - A degree worksheet with your completed and in-progress courses. You may use the Degree Audit Reporting System (DARS) to help you fill out your worksheet.
   - An unofficial transcript printed from Bear Facts. You can get a transcript by clicking “Academic Record” and “All Grades.” Be sure to check the box “Show Student Name” so that your transcript can be identified as yours.
5. Get the adviser code from your faculty adviser.
6. Sign up for classes via Tele-BEARS during the Phase I and II appointment times.

NOTES: IEOR and ORMS Students: IEOR 172 is a replacement course for Stat 134. Wherever the course catalog shows Stat 134 as a required prerequisite for an IEOR course, either IEOR 172 or Stat 134 may be taken. In semesters when both are offered, we recommend you take IEOR 172. Students may not receive credit for both Stat 134 and IEOR 172. Moreover, IEOR 172 cannot be used as an engineering or IEOR elective; it serves solely as a statistics course.

IEOR Graduating seniors: You should make an appointment with their Student Affairs Adviser in 230 Bechtel for a FINAL DEGREE CHECK **