Undergraduate Advisement Form

Instructions to Student

STEP ONE: Complete the form below using your LoboWeb account, LoboTrax Degree Audit, UNM Catalog and degree requirement forms found at http://ne.unm.edu/.

STEP TWO: Take your completed form to your faculty advisor for review/approval.

STEP THREE: After your faculty advisor has signed your form, take it to Krista Navarrette, NE Sr. Academic Advisor, in ME 436. Krista will then update your file folder, make any necessary edits to your degree audit and will remove your academic advisement hold.

Name:_________________________________________________ UNM ID Number:_____________________________

Catalog Year Used (i.e. Spring 2017):_________________________ Research Title or Focus:______________________________

Estimated Graduation (Semester/Year):_______________________ Paid or Voluntary:___________________________

Degree GPA (located on your audit):________________________ Research Dates:______________________________

Minor (optional):______________________________________ Name & Affiliation:____________________________________

*Please use comment area to provide additional research information if needed. If you are not doing research put N/A above.

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<tr>
<th>Current Semester</th>
<th>Next Semester</th>
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<td>Semester/Year:</td>
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<td>Course</td>
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<td>Anticipated Grade</td>
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Questions/Comments/Concerns? Include any LoboTrax issues that need to be addressed.

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Student Signature:________________________________________________________ Date:________________________

Faculty Advisor Signature:________________________________________ Date:________________________

For Sr. Academic Advisor

Degree Checklist:____________________________________________________________ Comments

Hold Removal:______________________________________________________________

Exceptions requests sent for Degree Audit:________________________________________

Comments in LoboAchieve:____________________________________________________

Last Update: 201810