College of Music
UNIVERSITY OF COLORADO BOULDER

# Advisor Approval Form – Fall 2015

ADVISING ASSIGNMENTS
**BM** students: Applied Instruction Professor
**BME** students: Music Education Advisor
**BA** students: Victoria Ibarra, Staff Advisor

Curriculum guides for music degrees are available at http://www.colorado.edu/music/academics/undergraduate-degrees.

1. You may view your **Enrollment Appointment** at http://MyCUInfo.colorado.edu. The Enrollment Appointment indicates your specific time assignment to register online generally during November for the spring semester and April for the fall semester. Detailed instructions on registration will be available at http://www.colorado.edu/registrar/registration-grades/how-register-courses. Be sure to consult the Registrar's website for important academic deadlines.

2. In deciding on your next semester's courses, keep in mind the **Ensemble Rule** states that all students registered for applied music lessons must be enrolled in an ensemble according to their degree program. Ensemble selection appropriate for your degree and scholarship agreement should be discussed with your advisor. You may be dropped from lessons and/or your music scholarship may be affected if you do not adhere to the Ensemble Rule.

3. Degree audits are available through MyCUInfo. It lists coursework you have completed and the remaining requirements for your degree program. Bring your degree audit to your appointment with your advisor. (Keep in mind the degree audit is an unofficial document that may not be complete or up-to-date. Please contact Victoria Ibarra regarding all issues.)

4. Schedule an appointment with your advisor who will review your course selections and assure you're taking the appropriate classes and reasonable course load. The advisor will sign the Advisor Approval Form giving approval for course registration.

5. Bring your Advisor Approval Form to the Office of Undergraduate Studies, room C109, at least one day before your Enrollment Appointment. A completed and signed form is necessary to remove the Academic Advising hold on your record. You cannot register for classes until this hold and/or any other campus holds are removed.

6. Applied lessons and applicable course(s) indicated on this form will be added to your schedule after your Enrollment Appointment.

7. **Seniors:** Schedule your first graduation check-out appointment with Victoria Ibarra prior to the semester in which you plan to graduate. May/August graduates must complete a checkout by December 15; December graduates by July 1.

**Please print and write legibly. Incomplete forms will not be accepted.**

Name _____ Student Number _____

Degree: BA □ BME □ BM □ Enrollment Appointment Date _____ Time _____

Instrument / Voice _____ Applied Instructor _____

Applied lesson level for **Fall 2015**: FR □ SO □ JR □ SR □

How many credit hours of applied lessons (*check degree plan*): 2 □ 3 □ 4 □ NO LESSONS □

Are you completing a major project/recital for **Fall 2015** (*check degree plan*)? YES □ NO □

If yes, which applicable project/recital (*check degree plan*)? SO Proficiency □ JR Recital □ SR Recital □ SR Thesis □

**I verify that I have met with my advisor and that all the above information is correct.** I understand that it is my responsibility to add my ensemble(s) to my schedule by the first week of classes.

Student Signature _____ Date _____

Advisor Signature_____ Date _____