

# UNDERGRADUATE REGISTRATION

## ACADEMIC ADVISEMENT

### ADVISEMENT

### ADVISEMENT AND DECLARATION OF MAJOR

(Board of Regents Resolution No. 19-14)

Academic advisement is mandatory for all full- or part-time students, transfer students, and high school advanced placement students. The signature of a designated advisor is required to complete the registration process.

The following are the five categories of undergraduate students and who their designated advisors are:

If you are:	Your advisor is:
Undeclared with less than 30 credits	EMSS counselors or college advisors if you are undeclared in a college.
Declared with less than 60 credits	College advisors for the major you have declared or program you are in.
Undeclared and a transfer student	EMSS counselors
Declared and a transfer student	College advisors if declared or undeclared in a college.
Declared and not covered by any of the above	Academic major faculty advisors in the college/school, as assigned by the dean.

As a requirement for graduation, academic evaluation must be requested from the Records Office once 60 credits or approximately half of the required credits for graduation have been completed. (See Degrees: Requirements and Regulations). Unofficial Evaluations

of a student’s program are available anytime through WebAdvisor. Should the students or their advisors discover that their records are incomplete, the registrar will assist the advisor in bringing the academic records up-to-date.

### Declaration of Major

A student must declare a major by the beginning of the sophomore year (30 credits). Students who transfer to UOG with more than 30 credits must declare a major by the beginning of their second semester at UOG.

### UNDECLARED STUDENTS

#### Lorenzo Eduvala

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**DECLARED STUDENTS****College of Liberal Arts & Social Sciences**

The College of Liberal Arts and Social Sciences is responsible for the academic advisement of students who have declared a major in the academic disciplines offered by the College. Advisement is essential to the planning of appropriate and efficient student schedules. Students must consult with their program advisor and receive signatory approval before they register.

A student who has completed less than 30 credit hours and who has not yet declared a major must consult the [Student Counseling Office](#) for advisement.

Students with a declared major or minor should contact one of the liaisons in their field listed below and request assignment to an advisor in that field.

**Less than 61 credits:****Nichole "Nicky" M. Castro**

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**More than 61 credits:**

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### **English for Education**

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### **Linguistics/ESL**

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### **Anthropology**

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## Languages

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## Division of Social & Behavioral Sciences

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## College of Natural & Applied Sciences

The College of Natural & Applied Sciences is responsible for the academic advisement of students who have declared a major in the college's academic disciplines, pre-professional programs, or military science. Advisement is essential to the planning of appropriate and efficient student schedules. A student who has not declared a major must consult the [Student Counseling Office](#) for advisement.

### Less than 61 credits and pre-professional students:

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## More than 61 credits:

Contact one of the liaisons in your declared major or minor listed below and request assignment to an adviser in that field.

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### Agriculture & Life Sciences

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## **Division of Natural Sciences**

### **Biology**

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### **Chemistry**

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## Division of Mathematics & Computer Science

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### Mathematics

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## **Army ROTC**

### **Military Science/Army ROTC**

#### **John W. Howerton**

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### **School of Business & Public Administration**

The School of Business & Public Administration is committed to student advisement, and students are encouraged to seek advisement at any time.

All SBPA majors may obtain advisement forms for their degree program and sample four-year academic plans from the SBPA Dean's Office or the SBPA website. Forms should be completed before meeting with an advisor. Consultation with the SBPA Advisement and Assessment Coordinator is required for all new and transfer students pursuing majors within SBPA. Advisement group sessions for declared majors will be scheduled in the regular semesters and as needed.

An advisement meeting is also required when a student changes to another major in SBPA, adds a second major in SBPA, or transfers from another institution.

## **New and Transfer Students**

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## **Division of Business Administration**

### **Accounting (BBAA)**

Required to meet three times with an SBPA advisor:

1. after accounting students have taken 36 credit hours;
2. before registering for BA-301 Intermediate Accounting II; and
3. before registering for BA-400 level courses.

#### **Doreen T. Crisostomo-Muña**

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### **Business Administration (BBA)**

Required to meet three times with an SBPA advisor:

1. after students have taken 36 credit hours and before registering for any BA-300 or BA-400 level course;
2. before registering for any BA-400 level course; and
3. before registering for BA-483 Business Service Learning.

### **General Business Pathway**

#### **James Ji**

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### **Albert Valentine**

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## **Professional Pathway**

### **Accounting**

#### **Doreen T. Crisostomo-Muña**

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### **Human Resource Management**

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### **Finance**

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### **Management**

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## **Marketing**

### **Corey A. Ross**

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## **Honors Pathway**

### **Wai K. Law**

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### **Maria Claret M. Ruane**

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## **Division of Public Administration & Legal Studies**

### **Criminal Justice**

Required to meet two times with an SBPA advisor:

1. upon declaration of a major course of study; and
2. two academic semesters before the date of expected graduation.

### **Ronald B. Aguon**

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### **Ronald L. McNinch-Su**

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### **Frank T. Ishizaki**

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## **Public Administration**

Required to meet two times with an SBPA advisor:

1. upon declaration of a major course of study; and
2. two academic semesters before the date of expected graduation.

### **Ronald B. Aguon**

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### **Ronald L. McNinch-Su**

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### **Gena A. Rojas**

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### **Ansito Walter**

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## **School of Education**

Students who have declared Education as their major are required to seek academic advisement through the School of Education. All students should read this catalog carefully as it is the authority on degree requirements.

The School of Education is responsible for the academic advisement of any of the following students:

- Pre-Education or Education majors
- Those who plan to work toward teacher certification
- Those who are on an Individualized Degree Plan.

Students are advised to check with their advisor concerning specific recommendations of their major; for example, certain major areas strongly recommend or require specific General Education courses as a part of the major. (Early commitment to a major or combination of majors leads to more efficient progress.)

Specific degree program advisors are listed below.

## **ELEMENTARY EDUCATION**

### **Jackysa N. Green**

Assistant Professor of Elementary Education  
School of Education  
(671) 735-2406  
[greenj5925@triton.uog.edu](mailto:greenj5925@triton.uog.edu)

### **Matthew C. Limtiaco**

Assistant Professor of Elementary Education  
School of Education  
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## **SECONDARY EDUCATION**

### **Michelle M.S. Santos**

Associate Professor of Education / Chair of the Division of Professional Teacher Preparation / I Meyeng UOG-Certified Online Teacher  
School of Education  
(671) 735-2409  
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## **School of Engineering**

A student who wishes to declare Civil Engineering as a major must initially consult the [Student Counseling Office](#). Once declared, students can contact the School of

Engineering administrative officer below to be assigned an academic adviser.

## **CIVIL ENGINEERING / CIVIL ENGINEERING DOUBLE MAJORS**

### **Ernesto J. Guades**

Assistant Professor of Civil Engineering  
School of Engineering  
(671) 735-1822  
[guades@triton.uog.edu](mailto:guades@triton.uog.edu)

### **Pyo-Yoon Hong**

Professor of Civil Engineering (Structural)  
School of Engineering  
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### **Myla S. Perito**

Instructor of Civil Engineering  
School of Engineering  
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## **Margaret Perez Hattori-Uchima School of Health**

Academic advisement is provided to assist students throughout their educational career as they prepare to become competent entry-level professionals. The faculty advisor monitors the student's progress, provides consultation in planning a course of study, and assists in problem solving regarding classroom, clinical practice, and field course work. The advisor serves as an "anchor person" with whom students may confer regarding any program-related problem or question.

Students are advised to email [soh.help@triton.uog.edu](mailto:soh.help@triton.uog.edu) for all advisement inquiries.

Specific degree program advisors are listed below.

## **Health Sciences**

### **Francine M. Naputi**

Assistant Professor of Health Sciences and CHamoru Studies  
Margaret Perez Hattori-Uchima School of Health  
(671) 735-2654  
[naputif@triton.uog.edu](mailto:naputif@triton.uog.edu)

## **Nursing**

Pre-nursing students without an assigned advisor should seek advisement by emailing [soh.help@triton.uog.edu](mailto:soh.help@triton.uog.edu). All other pre-nursing and nursing majors should seek out their assigned academic advisor.

### **Ana Joy Mendez**

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### **Rosielyn B. Babauta**

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### **Anna A. Cruz**

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### **Antoinette Kleiner**

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### **Maria Sandra M. Cruz**

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### **Annamma S. Varghese**

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## **Social Work**

### **Tressa P. Diaz**

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### **Tricia A. Lizama**

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### **Lisalinda S. Natividad**

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### **Gerhard J. Schwab**

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