Advising Guide

Biological Department Advising website (list of faculty advisors, projected course offerings, prerequisite lists, etc.): https://www.cpp.edu/~sci/biological-sciences/students/academic-advising-resources.shtml

You can also contact us at bio_advisor@cpp.edu or visit the Biology Walk-In Advising (for hours, contact Department Office, RM 8-119 or 909-869-4038)

* When meeting with an advisor please:
  - have a print-out of your curriculum sheet with the courses you have completed highlighted
  - write down elective courses in general areas

Student starts here

Needs advising

Biology-related

Student wants to change major to Biology

Graduating students

Minor-related

Petitions for GE courses, Exceed Unit Cap, Schedule Conflict. GPA holds: At-Risk, Probation, Probation with Contract

See relevant departments (e.g. Financial Aid Hold go to Financial Aid office, GWT go to Admissions)

Career advising & elective course questions

See faculty, major-specific advisor

Major-related questions

Academic advising (DPR issues, schedule/curriculum checks, curriculum-related questions, course petitions, etc.)

See a BIO staff advisor during walk-in hours

First check requirements: https://www.cpp.edu/~Registrar/graduation/index.shtml

Meet with a BIO staff advisor or faculty advisor

First check requirements: https://www.cpp.edu/~Registrar/graduation/index.shtml

Meet with a BIO staff advisor or faculty advisor

See designated minor advisor

Other departments (Chemistry, Physics, Math, etc.)

Go see relevant departments

System error (student meets prerequisites but system doesn't recognize, etc.)

Go to Biological Sciences Department (8-119)

Contact instructor

If no instructor on record

Go to Biological Sciences Department (8-119)

Needs to withdraw a course

Needs help with registration for courses (permission numbers, etc.)

Go to Biological Sciences Department (8-119) for Withdrawal for Serious & Compelling Reasons petition

System error (student meets prerequisites but system doesn't recognize, etc.)

Go to Biological Sciences Department (8-119)

Contact instructor

If no instructor on record

Go to Biological Sciences Department (8-119)

Petitions for GE courses, Exceed Unit Cap, Schedule Conflict. GPA holds: At-Risk, Probation, Probation with Contract

See College of Science (CoS) Advising Center (3-1645)

Check online for Drop-In hours

Visit website for instructions: https://www.cpp.edu/~sci/biological-sciences/students/Declare_FAQ.shtml

Visit website for instructions: https://www.cpp.edu/~sci/biological-sciences/students/Declare_FAQ.shtml

Visit website for instructions: https://www.cpp.edu/~sci/biological-sciences/students/Declare_FAQ.shtml

Visit website for instructions: https://www.cpp.edu/~sci/biological-sciences/students/Declare_FAQ.shtml

You can also contact us at bio_advisor@cpp.edu or visit the Biology Walk-In Advising (for hours, contact Department Office, RM 8-119 or 909-869-4038)

* When meeting with an advisor please:
  - have a print-out of your curriculum sheet with the courses you have completed highlighted
  - write down elective courses in general areas

Advising Guide

Biological Department Advising website (list of faculty advisors, projected course offerings, prerequisite lists, etc.): https://www.cpp.edu/~sci/biological-sciences/students/academic-advising-resources.shtml

You can also contact us at bio_advisor@cpp.edu or visit the Biology Walk-In Advising (for hours, contact Department Office, RM 8-119 or 909-869-4038)

* When meeting with an advisor please:
  - have a print-out of your curriculum sheet with the courses you have completed highlighted
  - write down elective courses in general areas