

Academic Advisement Summary Fall II 2011 and Spring I & II 2012

LaGuardia Community College has a 3 phase advisement system. All students with less than 30 earned credits, students who have not completed basic skills, and students enrolled in special programs and clinical phases must meet with an advisor before registering for classes. Check your DegreeWorks audit and eSIMS Welcome Screen “STOPS” link for your specific advisement area

Advisement activities and office hours November through February

Advisement Groups	Location	Phone	HOURS/NOTES
<p>* First Year Students (First-semester students who are NOT enrolled in a Freshman Seminar, and who are not enrolled in one of the special programs or categories listed below. This includes students who are completing basic skills courses and students who have not yet completed 30 credits). <i>eSIMS will show a IY stop</i></p>	<p><u>B-Building</u> <u>Room B-102</u></p> <p>For Fall advisement: Look for your registration postcard (in the mail) and check your LIVE @ LaGuardia student email account</p>	718-482-5250	<p>Monday through Thursday, 9am to 6pm Friday, 9am to 12 noon</p> <p><i>Evening students may contact their academy coordinators as follows:</i></p> <p>Business/Technology Academy Sutonia Boykin , sboykin@lagcc.cuny.edu</p> <p>Liberal Arts Academy Edgar Olivares, eolivares@lagcc.cuny.edu</p> <p>Health, Math and Science Academy Marianne Hodge, mahodge@lagcc.cuny.edu</p>
<p>* Students taking New Student Seminar (FSE or FSM) course <i>eSIMS will show a C stop</i></p>	Your Seminar Instructor	Speak to your instructor in class or check the Course Syllabus for office hours and phone number	Advisement during FSE/FSM class or instructor’s office hours. ** Advisement should be completed by last day of class. If you miss this in-class advisement, go to Room B100, 718-482-5250
<p>* Students on Probation & Readmit Students <i>eSIMS will show a C stop</i></p>	<p>B-100 and Advisement Fair 11/28 through 12/1</p>	718-482-5250	<p>Monday & Tuesday, 10am to 3pm Wednesday & Thursday, 10am to 6:30pm Friday, 10am to 2:30pm</p> <p><u>Advisement Fair:</u> Monday 11/28 10am to 6pm Tuesday 11/29 10am to 6pm Wednesday 11/30 10am to 7pm Thursday 12/1 10am to 7pm</p> <p><u>Walk -in schedule for finals week (Dec. 14 -20)</u> Wednesday 12/14 11am to 6pm Thursday 12/15 11am to 6pm Friday 12/16 10am to 3pm Monday 12/19 10am to 4pm Tuesday 12/20 10am to 4pm</p>

Advisement Groups	Location	Phone	NOTE
* ASAP Program <i>eSIMS will show an AS stop</i>	B-235	718-482-5921	By appointment with your advisor.
* College Discovery <i>eSIMS will show a CD stop</i>	B-236	718-482-5270	By appointment with your advisor
* COPE Program <i>eSIMS will show a CO stop</i>	MB-13	718-482-5491	By appointment with your advisor
* Deaf/Hard of Hearing Students <i>eSIMS will show a DH stop</i>	C-203	718-482-5309 718 482-5311(TTY) 866-321-5787(VP/voice)	Walk-in and by appointment Monday through Friday, 9am to 5pm
* Disability Services <i>eSIMS will show a OX stop</i>	M-102	718-482-5279	Walk-in and by appointment Monday through Thursday, 9am to 8pm Friday, 9am to 5pm
* Educational Planning students <i>eSIMS will show an EP stop</i>	C-740	718-482-6170	See an Educational Planner, Mondays & Tuesdays, 11am to 6pm on 11/21, 22, 28; 12/5; 1/9, 23 and 2/6
* ESL students Students enrolled in ESL courses except students also enrolled in a New Student Seminar <i>eSIMS will show a IY stop</i>	B-234	718-482-5250	Thursday, December 15, 8am to 9pm Friday, December 16, 9am to 1pm in B-234 Please do not go for advisement before this date!
* Food & Nutrition Majors <i>eSIMS will show stops below:</i> . Commercial Food Service Management - CQ . Dietetic Technician - CG . School Food Service Management - CS	E-300	718-482-5774	Walk-in and by appointment Monday through Friday, 9am to 5pm
* Health Science Majors <i>eSIMS will show a HS stop</i>	E-300	718-482-5774	Walk-in and by appointment Monday through Friday, 9am to 5pm
* Students who have more than 30 credits and have finished all basic skills courses. (DegreeWorks will say "Department") <i>No advisement stop on eSIMS</i>	Various academic departments or B-102	718-482-5250	College-wide Advising Day Thursday, November 17 10am to 6:30pm, E-Atrium Other times: see your department advisor or go to the Center for Counseling, Advising and Academic Support Room (Room B-102) to speak with an Academic Advising Coordinator
* Non-Degree students <i>eSIMS will show an EP stop</i>	C-740	718-482-6170	See an Educational Planner Mondays & Tuesdays, 11am to 6pm on 11/21, 22, 28; 12/5; 1/9, 23 and 2/6
* General Assistance & Referral In-person – Welcome Center, Shenker Hall/M-Lobby Email/Call - Student Information Center		718-482-5935	callcenter@lagcc.cuny.edu