To learn important dates, such as deadlines to drop classes, see the Academic Calendar at: www.reg.msu.edu/RO/Info/Calendar/Academic.aspx.

Be prepared for a very different academic adjustment in coming to MSU.

Check with your Academic Advisor three weeks into the semester to assess your progress and any adjustments needed to your schedule.

Your Spartan Resource Guide and Planner has a variety of important dates, services, resources, and phone numbers.

The Learning Resources Center (LRC) in 202 Bessey provides free tutoring in Bessey Hall as well as in all the neighborhoods for any MSU student interested in a higher GPA. (517) 355-2363 or lrc.msu.edu

The Writing Center in 300 Bessey can help with papers. 432-3610 or writing.msu.edu

Make use of your instructors’ office hours.

Notify your professors IN ADVANCE (whenever possible) if you’ll need to miss classes so you can discuss making up work.

Contact your advisor as soon as possible if you are away from campus due to an emergency.

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Ten Habits of Successful Students

1. They attend class regularly and on time

2. They read their syllabi and mark important assignment and test dates on their semester calendar.

3. They take advantage of extra credit opportunities, if they are offered.

4. They manage their time well, balancing academics, social life, and their recreational and personal needs.

5. They see their professors about grades, comments made on their papers, and upcoming tests.

6. Successful students take the time to produce quality assignments and turn them in on time.

7. They are attentive in class. They sit near the front, actively take notes, and participate in the lecture or discussion. They don’t chat, text, check email, read, or stare out windows.

8. They read assignments before class and review lecture notes as soon as possible after class.

9. Successful students take opportunities to study between classes during the day. They find suitable places to study where there are minimal distractions.

10. Successful students actively learn and keep up with class assignments throughout the semester.
Need Help?

If you have questions about changing majors or seeing the degree requirements of a particular major, try:
- Contacting a UUD advisor
- Degree Navigator: degnav.msu.edu
- Contacting an advisor in the major of interest
- Attending the Marathon of Majors

If you have questions about studying abroad, contact:
- Office of Study Abroad
  Phone: (517) 432-2685
  Website: studyabroad.msu.edu

If you have problems/complaints involving faculty, administrators, or staff, contact:
- Office of the Ombudsperson
  Phone: 353-8830

If you need help with writing a paper, math, the sciences, study skills, time management, finding a tutor, or any graduate test help, contact:
- Chemistry Help Room
  Phone: 355-9715 ext. 323
- Grammar and Usage Hotline
  Phone: 432-3610 or grammar@msu.edu
- Learning Resources Center
  Phone: 355-2363
  Website: lrc.msu.edu
- Math Learning Center
  Phone: 884-1500
- The Writing Center
  Phone: 432-3610
  Website: writing.msu.edu

UUD Office Hours and Locations

Students can schedule appointments with UUD advisors by calling the UUD office they would like to visit.

Office hours are Monday - Friday
8:00am - noon and 1pm - 5pm

You may also schedule an appointment with an UUD advisor through the Advisors Calendar
found at: egr.msu.edu/adcalendar

Brody Neighborhood
Engagement Center
160 Brody Hall
241 W. Brody Rd.
517-353-3863

South Neighborhood
Engagement Center
Holden Hall
234 Wilson Rd.
517-884-6680

East Neighborhood
Engagement Center
C130 Hubbard Hall
964 Hubbard Rd.
517-884-3501

North Neighborhood
Engagement Center
200 Union Building
49 Abbott Rd.
517-884-4050

River Trail Neighborhood
Engagement Center
C101 McDonel Hall
817 E Shaw Ln.
517-884-4080

UNDERGRADUATE UNIVERSITY DIVISION

Importance of Academic Advising

Academic advisors are important partners with students in their academic success. It is essential to see academic advisors throughout the semester. The Undergraduate University Division (UUD) serves as the assistant dean for all freshmen and sophomores in all majors except those in the residential colleges (Lyman Briggs, James Madison, and RCAH).

UUD academic advisors in the neighborhoods can advise you on:
* Selection or changing of majors
* University requirements
* General requirements for all majors
* Withdrawals, dropping and adding courses
* Academic success strategies
* Reinstatements and Readmissions
* Referrals to other campus resources such as tutoring, counseling, health care, etc. in the neighborhoods and campus-wide.

Your major advisors can advise you on:
* Specific information on requirements for particular majors
* Getting involved in major-specific student organizations
* Major or college-specific information on study abroad programs.
* Getting connected with faculty for mentoring, undergraduate research opportunities
* Academic success strategies
* Referrals to campus resources