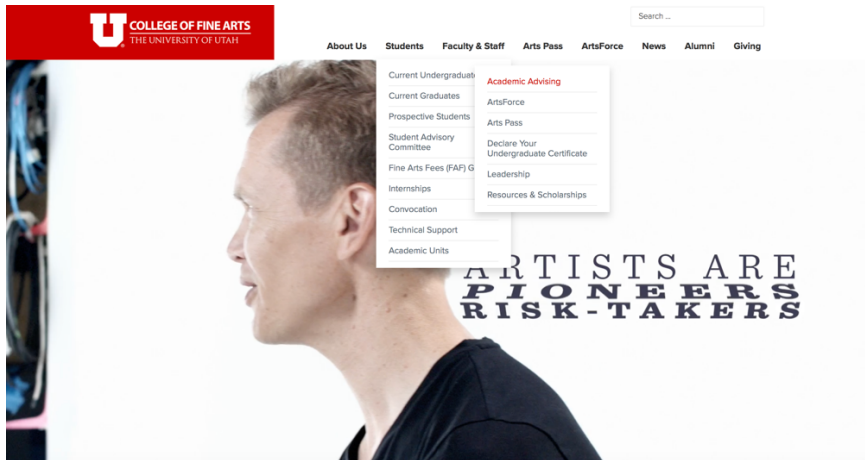


Academic Advising Appointments

1. Begin by going to <https://finearts.utah.edu>.
2. Then scroll over Students, then Current Students, then click on Academic Advising.



This will take you to the College of Fine Arts Academic Advising page where you can find information about all the Academic Advisors. If you want to schedule an academic advising appointment with a specific Academic Advisor, you can do so by clicking the link under your preferred Advisors picture. Otherwise, you can set up an appointment by clicking on any of the word bubbles.

Book an appointment by area:



3. Once you click your preferred link you can begin filling out the information asked for on the screen. Again, if you want to schedule an academic advising appointment with a specific Academic Advisor, click their name. Otherwise, select All Moderators.

A screenshot of the appointment booking form. It has three main sections: 1. 'SELECT A MEETING DATE' with a calendar view showing days from Sunday to Saturday, with 'Next Week >>' button. 2. 'FILTER BY MODERATOR' with radio buttons for 'All Moderators' (selected), Andrew Grace, Eric Schmitz, JENNIFER MC LAURIN, Liz Leckie, RACHEL LUEBBERT, and SAMUEL Banford. 3. 'SELECT A REASON FOR MEETING' with radio buttons for six options: A. Area of Interest: Arts & Art History (30 minute meeting), B. Area of Interest: Film & Media Arts (30 minute meeting), C. Area of Interest: School of Dance (30 minute meeting), D. Area of Interest: School of Music, E. Area of Interest: Theatre Department, and F. Area of Interest: Exploring the arts.

4. Select a reason for meeting.

5. Then you can decide how you would like to meet.
6. It will then give you the dates to select from. If neither of these work, you can scroll up and look at the next week. You will then have to refill out your information.
7. Once you have selected a date, it will give you a list of times to choose from as well as which Academic Advisor you would be meeting with and where and how to contact them.
8. Once you have selected a time, it will prompt you to fill out another form where you can include a brief description about what you hope to discuss during you meeting. You can also choose to receive a text reminder about the meeting

Fine Arts Advising Appointment
In-take Form

Student ID Number (if not applicable please type NA) *

First Name *

Last Name *

Preferred Name

Preferred Pronouns

Phone Number (in case we need to reschedule your appointment) *

Email Address *

Major/Minor *

Meeting topic (can include scheduling, mandatory advising, graduation, holds, etc.) *

Telephone number

Enter your phone number in case we need to contact you

Send me SMS Reminders for this Meeting

Attach File

Schedule Appointment Cancel

9. Click “Schedule Appointment” and it will take you to a confirmation page where it will show you all your upcoming meetings. If you need to cancel a meeting, you would do so here.

Upcoming Meetings

Thursday, May 21, 2020
9:30 AM to 10:00 AM Mountain Daylight Time NEW


Meeting Reason Codes:
F. Area of interest: Exploring the arts

Meeting Location:
By Telephone

Department:
College of Fine Arts - College of Fine Arts

Meeting Time/Day:
This meeting starts in 1 day(s)

Meeting attendees:



Cancel