PRE-ADVISING CHECKLIST

This checklist is provided to ensure you are prepared for an advising appointment. Prior to contacting your assigned advisor, please review and complete the following steps:

☐ LOG INTO SPARTANNET (access on our M State homepage on the upper right corner of screen).
  - To log into SpartanNet, use your Minnesota State StarID and password.
  - In SpartanNet, you will access your student email account, D2L BrightSpace, and E-Services.
  - You will not be able to activate and access your M State student email account until after you register for classes.

☐ COMPLETE THE ONLINE ORIENTATION if you have not already done so.

☐ REVIEW YOUR DEGREE AUDIT REPORT (DARs).
  - Your DARs will show you what you have completed, have in progress, and need yet to complete for your degree.
  - Transfer work, once evaluated, will appear on your DARs. It may take up to 6 weeks for transfer evaluation upon admission.
  - Access your DARs in E-Services.

☐ DETERMINE YOUR CREDIT LOAD.
  - Full-time enrollment is 12 credits/semester.
  - To be eligible for student loan funding, you need to enroll in a minimum of 6 credits/semester.
  - We recommend you spend at least 3 hours of study time per week, per credit.

☐ REVIEW YOUR PROGRAM REQUIREMENTS.

☐ LOOK OVER YOUR PROGRAM’S COMPUTER REQUIREMENTS.

☐ CHECK OUT THE CLASS SCHEDULE.
  - Develop a preliminary schedule. Make note of any pre-requisites and full classes.

☐ APPLY FOR FINANCIAL AID.
  - M State’s FAFSA code is 005541 (Fergus Falls).

Questions? We have answers. Give us a call at 877.450.3322, email info@minnesota.edu, or let’s chat at www.minnesota.edu/help!