



First Year Advising Syllabus

The Undergraduate Advising Center (UAC) provides academic support and assistance primarily to undergraduate freshman and sophomore students in the College of Engineering. Our staff can help you in areas such as academic advising, scheduling of classes, transferring credits to Drexel, personal support and explanation of University policies and procedures. Our advising staff also specializes in aiding new freshman and transfer students in their adjustment to the University.

Meet the Undergraduate Advising Staff



Rachael Switalski
Associate Director
rswitalski@coe.drexel.edu



Terri Baker
tbaker@coe.drexel.edu



Jeff Birou
Last names A - C
jbirou@coe.drexel.edu



Emily Bogunovich
Last names: D-K
ebogunovich@coe.drexel.edu



Jenn Matthews
jmatthews@coe.drexel.edu



Noelle Palladino
Last names: L-Z
npalladino@coe.drexel.edu



Kelly Vass
kvass@coe.drexel.edu

Your Summer At a Glance

Summer before your first year
(June - September)

- Activate your Drexel email account and check it regularly
- Take placement tests for Chemistry and Math *if notified to do so*
- Submit Final Transcript and Advanced Placement scores (if applicable)
- Attend Transfer Student Orientation session
- Submit all health insurance and immunization paperwork
- Review your fall term schedule after receiving email from advisor (mid Aug.)
- Contact advisor if you have questions or concerns for upcoming term
- Join Drexel Engineering new student pages on Facebook and Twitter
- Look for weekly advisor newsletters in your Drexel email
- Submit and vote for your favorite new student t-shirt design on Facebook
- Attend New Student Welcome Party - Friday, September 20th, 12-3pm

Fall Advisor Open Office Hours: Monday-Thursday 10am-12pm & 1pm-4pm; Friday 10am-12pm

An advisor is always available during the hours above. No appointment necessary. Check your email to find your advisor's specific weekly walk-in schedule. To schedule an appointment with your advisor for a different time, stop by the front desk in University Crossings Room 155 or call 215-895-2211.



First Year Advising Syllabus

- Recurring Term Deadlines

- Friday Week 2 - Last day to add/drop a course with advisor assistance
- Week 5 - Check midterm grades. Meet with advisor if necessary
- Friday Week 7 - Last day to withdraw from a course
- Week 6 - 9 Registration opens for next term
- Weeks 10 & 11 - Last week of classes

- University Academic Calendar

- <http://www.drexel.edu/provost/calendars/>

