

# SCHOOL OF PUBLIC AFFAIRS ACADEMIC ADVISING

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**Location:** 5th Floor Lawrence Street Center, 1380 Lawrence Street Ste 500

**Phone Number:** 303-315-2228

**Website:** <https://publicaffairs.ucdenver.edu/current-students/academic-advising> (<https://publicaffairs.ucdenver.edu/current-students/academic-advising/>)

## Overview

### Academic Advising

The School of Public Affairs offers personalized support to students enrolled in criminal justice and public affairs programs. Students are assigned an academic advisor who will help them to plan their path to graduation and to navigate university and school policies and procedures. It is recommended that students meet regularly with their advisors – at least two to three times per semester for undergraduate students, and two to three times over the course of the program for graduate students.

#### Advisors can provide support to:

- Help students understand the requirements of their program and how to use the Degree Audit tool in the UCD Access student portal (<https://passport.ucdenver.edu/login.php>)
- Help transfer students understand which transfer credits can be applied to their program of study
- Help students choose the classes that meet their program requirements and that align with their concentrations and areas of interest
- Help students to understand and resolve any holds that may appear on their student accounts, thus preventing them from registering for classes
- Help students to register for classes
- Refer students to academic and other support available through the School of Public Affairs and CU Denver
- Ensure students are on track with their program completion plans
- Provide authorizations for changes to their class schedules
- Provide information on the process of graduating from CU Denver and participating in Commencement