

ACADEMIC ADVISING

GOOD TO KNOW INFORMATION!!!

WHO ARE ACADEMIC ADVISORS

Academic Advisors guide students on setting educational goals and achieving them. We help with choosing a major, create class schedules, and make sure students meet graduation requirements.

CLASS SCHEDULE

A class schedule is a list of classes a student is registered for each term (Fall, Spring, or Summer). It's a weekly plan that lists all the courses that a student will be taught each week.

ACADEMIC MAPPING

Academic mapping is a term by term plan of classes to help students with planning their steps towards finishing their degree.

DEGREE WORKS

Degree Works is a tool located in the student's OneACCS account that students and advisors use to monitor a student's progress towards degree completion in real time. You can find it by going to bishop.edu → [login to the Student OneACCS account](#) → [click student](#) → [then click Degree Works](#).

THE STUDENT PORTAL Student OneACCS

The Student OneACCS portal is for student to locate/view information pertaining to them, such as:

- Personal information
- Student profile
- Registration information
- View final grades
- Unofficial transcript
- Financial aid information
- Account information (set up direct deposit)
- Access your schedule

And another thing...

Changing of major: Students are able to change their major anytime. The change of major will go into effect the following semester. You can find the change of major form at [Bishop.edu](https://bishop.edu) → [Admissions and Records](#) → [eForms](#).

Changing your schedule: Making changes to your schedule, without penalty, can be done any time **BEFORE** the class start date and before the end of the drop/add period.

Drop/eWithdrawal: This is in reference to students dropping a class/schedule during the semester before the semester ends. To avoid possibly owing money or received an 'F' grade, speak with an academic advisor and a financial aid representative first, before making any adjustments to your schedule or discontinue attending classes.

Career Assessment: Advisors are also available to meet with students to discuss their career paths, whether a student knows their career path or not. There is also a Virtual Career Assessment Tool online that helps find out a student's interest and look at careers associated with that. You can find this tool at bishop.edu → [Student Services](#) → [Virtual Career Services](#).

Academic Advising Center

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