ADMISSION, ADVISEMENT & GRADUATION PRACTICES

Initial enrollment and orientation procedures are scheduled and conducted by the offices of the Registrar and Admissions. The most important document you receive at that time is the UNIVERSITY GENERAL CATALOG. It contains an abundance of information and will serve as a mutual "contract" between you and the university in matters of procedures and requirements. Save it. Read and become familiar with it. During the initial enrollment process you are assigned to an academic advisor who will assist you in completing your class schedules and who will monitor your progress.

Your attention is directed to the statement of student responsibility in the General Catalog. It states:

Central Missouri, through action of the faculty, administration and Board of Governors, establishes and maintains requirements for its various degrees. These requirements must be complete before a degree is granted. The staff of the University will assist students in understanding and meeting these requirements but the individual student ultimately is responsible for fulfilling them. Therefore it is important for each student to be familiar with the requirements pertaining to the degree being sought and to remain currently informed throughout the period of enrollment. The academic advisers, Registrar and faculty can be of assistance in this process.

Departmental Advisement:
The Theatre Department has a system of advisement where each declared major or minor is assigned a specific faculty member to assist, counsel and guide the student through his/her program. The Departmental Advisor provides information, suggestions and explanations to the student before the student's enrollment appointment with the College Academic Advisor. Experience has proven time after time that the student who uses the services of the Departmental Advisor at least once a semester will encounter less difficulty in the orderly and efficient completion of his/her program. Get a Departmental Advisor early and confer with him or her regularly.

Graduation Practices:
After selection of a degree program and initial enrollment there are a number of intermediate steps at various stages of completion of each program. Some of these progress checks are the same for all programs, such as application for an official worksheet soon after completing 30 semester hours, but each degree program may have its own special regulations and procedures. The vital information concerning requirements and time and sequence demands can be found in the General Catalog and other regular university publications and you can get assistance from your College Academic Advisor and your Theatre Department Advisor. The time you spend looking ahead in your program planning and progress can be well justified by the ease with which you will be able to complete your requirements in the minimum time.

Toward the end of your program your Academic Advisor will assist your orderly clearance and processing for graduation.