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## Electrical & Electronic Engineering Students:

University policy requires all students to meet with a faculty advisor in their major at least once a year. If you fail to comply, a "hold" may be placed on your record, limiting your participation in CASPER, the on-line computer registration system. Students who completed an Application for Fall 2006 graduation already met the advising requirement.

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### Who is Your Advisor?

- ◆ *New students* must meet with either the Department Chair or his designated representative.
- ◆ *Students on academic probation* must meet with the Department Chair or his designated representative. Holds will be placed by November 15, 2005.
- ◆ *All other students* must meet with an advisor from the Advisor List posted below. The first initial of a student's last name is used to assign advisers. Any student who wishes to see an alternate advisor should pick up copies of academic records from the department office prior to the advising session.

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### What is the Schedule for Advising and Registration?

November 1st – December 9th:	E&EE Advising
November 8 <sup>th</sup> :	Invitations to Register Mailed
November 8 <sup>th</sup> :	Begin CASPER Fee Payment at Cashier'
November 21 <sup>st</sup> – December 14 <sup>th</sup> :	CASPER Registration for Spring 2006
December 9 <sup>th</sup> :	Last Day of Instruction

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### What is the Procedure for Advising?

Pick up an Advising Form from the EEE Department Office, RVR 3018 or print it from the the EEE Department website at: <http://www.ecs.csus.edu/eee/bachelor/curric/l2d1regist.htm>

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Fill out the Advising Form, **discuss it with your adviser** and have it signed.

Return the signed Advising Form to the EEE Department Office, RVR 3018.