### CHECKLIST FOR ACADEMIC ADVISING AND REGISTRATION

1. **MAJOR CHANGES?**
   If you are planning to change your major, please change it in Athena, athena.uga.edu, before you schedule advising. Not sure about your new major? Choose Unspecified/Franklin College for an appointment in the Exploratory Center.

2. **SCHEDULE**
   Schedule your advising appointment in SAGE, at sage.uga.edu. If no appointments are available with your advisor, check daily for new openings.

3. **DEGREEWORKS**
   Come prepared for advising. Review your DegreeWorks for remaining course requirements at degreeworks.uga.edu. Write down any questions you have before your appointment.

4. **GET ADVISED!**
   Remember, you MUST be advised before you can register for classes.

5. **CHECK FOR HOLDS**
   You cannot register for classes until your holds are cleared in Athena. This includes library returns, parking tickets, updating your emergency contact information, etc.

6. **TIME TICKET**
   The Registrar’s Office will email you a time ticket for registration. Mark this day/time on your calendar so that you remember when your registration opens. If you have completed steps 4 and 5, you may register any time after this.

7. **REGISTER!**
   Register for classes on Athena when your registration time comes around.

8. **FINANCIAL AID**
   Check your financial aid at osfa.uga.edu to make sure you don’t have any financial holds that would cancel your classes.

9. **DROP/ADD WEEK**
   You are free to drop and add classes throughout this week. Withdrawals after these 5 days may affect your record or financial aid. Visit your advisor’s walk-in hours if you have questions.

10. **WITHDRAWAL**
    Make note of the withdrawal deadline. You may not withdraw from a class after this deadline, except in special cases. Contact your advisor for guidance, or go to reg.uga.edu/policies/withdrawals