Hello,

If you are receiving this email, then you are already aware that some practical changes are being made to UGA’s academics, in response to concerns about COVID-19. UGA will be offering **alternative, remote advising options** for you during this time.

If you have already been advised and cleared for fall 2020: you do NOT need to make an additional appointment this semester. Please use the resources below to answer any questions you may have. If you cannot find the answer to your question, you are welcome to email me directly and I will respond as soon as I am able.

Please keep in mind that as UGA shifts to remote advising, our responses may take longer than usual. Please allow up to 72 business hours for a response before sending an additional email.

If you have NOT been advised and cleared for fall 2020: you will still need to make an advising appointment on **SAGE**. We will not be meeting in person; however, we will communicate via email on the day of your scheduled appointment.

**Information to note about remote advising via email:**

* You should expect an informative email to your UGA email account from me on the morning of your scheduled appointment
* This email will include an advising form with information that would typically be discussed in a face-to-face meeting
* It is very important for you to review this email and advising form carefully to let me know if you have any questions or if any changes need to be made
* We will continue a steam of emails until all questions are answered and changes have been made
* **VERY IMPORANT**: You will have to verify and approve the plan created in writing (via your UGA email) before I will be able to clear your hold

**IF YOU KNOW THAT YOU ARE** (1) changing your major, (2) adding a minor, (3) adding a certificate, (4) adding a dual major, or (5) have any specific questions for advising, you can include them in the SAGE comment section as you are scheduling your appointment. *\*If you have already scheduled an appointment, please email me those changes or questions at least 36 hours prior to the morning of your scheduled appointment.*

The goal is to have your plan verified and all email communication around the advising appointment complete on the day of your scheduled advising appointment. As previously stated, I will clear your hold by the end of the day after this communication is complete. You will be able to check your plan on DegreeWorks and/or SAGE, and see that your advising holds are cleared on Athena the following day.

Please be sure to set a reminder for your appointment and be on the lookout for an email from me on that date. Thank you for your understanding and flexibility during this time. If you would like more information about UGA Advising at a Distance or access to other online academic support opportunities, please visit <https://advising.uga.edu>.

**Useful Student Resources:**

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|   | **Website** |
| To see all of your UGA online services, login to the MyUGA Portal:  | <https://my.uga.edu/> |
| To view the electronic version of your advising plan with course options, go to the **Plans** tab on DegreeWorks and/or SAGE messages | [https://sis-degreeworks.uga.edu](https://sis-degreeworks.uga.edu/) <https://sage.uga.edu>  |
| To register for courses (during the registration dates), go to **Registration** under the **Student** tab on Athena | <https://athena.uga.edu/> |
| To see Registration Dates for this semester, go to the Office of the Registrar website | <https://reg.uga.edu/general-information/calendars/registration-dates/> |
| To see other Important Dates for this semester, refer to the UGA Academic Calendar:  | <https://reg.uga.edu/general-information/calendars/academic-calendars/> |
| To see major & course descriptions, minors & certificates, course syllabi, and more, go to the UGA Bulletin: | [http://bulletin.uga.edu](http://bulletin.uga.edu/)  |

**Useful Contact Information:**

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| **Contact** | **Phone** | **Email / Website** |
| Office of Student Financial Aid | 706.542.6147 | osfa@uga.edu  |
| Bursar & Treasury Services | 706.542.2965 | stuacct@uga.edu  |
| Office of the Registrar | 706.542.4040 | reghelp@uga.edu  |
| Student Care & Outreach | 706.542.7774 | sco@uga.edu |
| Student Affairs | 706.542.3564 | askstudentaffairs@uga.edu  |
| Career Center | 706.542.3375 | [www.career.uga.edu](http://www.career.uga.edu/)  |
| University Testing Services | 706.542.3183 | <https://testing.uga.edu/> |