



Academic Advising Newsletter

Fall 2024

2023-2024 Outstanding Academic Advisor Awards

The Academic Advising Council would like to recognize the winners of the Outstanding Advisor Award from the 2023-2024 academic year:

Outstanding New Academic Advisor:

Dr. Krystal St. Peter, Psychology

Outstanding Academic Advisor:

Dr. Holly Pedersen, Special Education

These awards are designed to highlight the importance of academic advising and bring recognition to academic advisors at Minot State who have made significant contributions to academic advising and student success. Congratulations to all who were nominated.

Nominations for the Outstanding Academic Advisor Award

The Academic Advising Council will begin accepting nominations for advising awards for the 2024-2025 academic year during the spring semester. Information for nominations, award categories, selection criteria, and eligibility will be posted in the next newsletter and available online.

Academic Support Center is hosting 30 Minute Workshops

Please encourage your advisees to attend these free workshops.

- | | | |
|-----------|------------|----------------------------------|
| • 23 Oct. | 1 P.M. | Where Does Your Time Go? |
| • 29 Oct. | 11 A.M. | FAIL = First Attempt in Learning |
| • 4 Nov. | 3 P.M. | Harness the Power of AI Tools |
| • 6 Nov. | 11 A.M. | Study Skills for Success |
| • 14 Nov. | 11:30 A.M. | Math is Not a Monster |
| • 19 Nov. | 12:30 P.M. | Rise and Thrive |
| • 5 Dec. | 1 P.M. | Don't Stress, It's Only a Test |
| • 9 Dec. | 2 P.M. | Managing Stress |

All workshops are in the ASC conference room (lower level of the library).

Quote of the Semester

“Check your Minot State email.”

-Academic Advisors Everywhere

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Be seen. Be heard. Belong.

Spring First Year Experience (FYE)

Learning Communities for Spring have been posted on the [FYE website](#). Be on the lookout for students who are new this term, or who may have not completed their FYE in the fall. All new students, and transfer students with less than 24 credit hours (not including dual credit), must complete an FYE in their first year of study.

Transcripts

There are two recent changes to transcripts that you may encounter as you advise students. First, courses that are still being evaluated for equivalency in TES are now marked as such, and will appear as the example below:

Incoming Course		
CS	180	Computer Science I
Transferred to Term 2025 Fall as		
TRNSFR	EQUIV	Transfer Equivalency

Also, AA or AS degrees are now noted differently. Here is an example of the new notation:

AA or AS Earned	
Status:	Completed
Date Completed:	2019-05-10
Milestone Title:	AA & AS - Williston State College (ND)

Remember that a student with an AA or AS degree is considered General Education complete!

Student Title IX Training

Students should have received a communication from the Title IX Coordinator, Dr. Lisa Dooley, indicating where and how they can complete their Title IX training. Students who completed the in-person session during fall convocation are exempt, and students may communicate with the Title IX office to check their status. Students who have not completed the training by the deadline will have a hold placed on their account preventing registration.

Student Health Holds

Some of your advisees may find that they have a Student Health Hold placed on their account preventing registration as a result of non-compliance with NDUS vaccine and TB testing requirements (NDUS Policy 506). Students will need to upload the appropriate documentation to their MSU Student Health Portal. Direct them to the [website](#) for details.

After submitting, it can take up to 24 hours to have the hold removed, so students will need to be proactive in addressing this issue.

Rise and Grind

The Retain and Graduate Committee will be holding a Rise and Grind event during this semester's registration cycle, with the goal of encouraging students to be ready for advising and registration. Representatives from Enrollment Services, the Academic Support Center, and student leadership will be located outside the beaver dam and available to assist students in finding their advisor, clearing common registration holds, and locating their requirements.

The event will run from 9:00 AM – 11:00 AM, October 29th through November 1st.

Students who have registered for spring will receive a free coffee card!

Course Substitutions

Many advisors are under the impression that a course must be completed, and a final grade posted, before making a request for a course substitution. This is no longer the case. Course substitutions can now be submitted whenever you like, even when a course is still in progress.

Spring registration is approaching!

Can you believe it's almost time for spring registration? Mark your calendars – spring registration begins on **October 29**. You have likely already started meeting with your advisees to discuss their goals and review their course selections. Remind students to check their accounts and resolve any holds that may impact their ability to register. Help your advisees get ready for spring registration and avoid last-minute stress!

Maleeha Latif – Director of International Programs

Maleeha Latif has been serving as the Office of International Programs Director since February 2023. In this capacity, Latif spends half her time serving international students and half on the study abroad program. While Latif says there has been a “huge learning curve” during this transitional period, her passion for serving MSU students in this dual role is palpable.

Other OIP staff include Erin Anderson, International Student/Student Exchange Visitor Information System (SEVIS) Coordinator; Araceli Erickson, International Activity Coordinator; and student workers.



What role does the OIP play in assisting students at Minot State?

Our role is twofold: We help ensure that students from other countries have the correct documentation to attend MSU; and we also assist students who want to study outside the United States.

What is meant by “international students”?

People from other countries who are not nationals or US citizens. They *must* have an F-1 student visa—a non-immigrant visa that allows students to enter the US and study at institutions certified by the Student and Exchange Visitor Program (SEVP). While a handful of international students are able to attend MSU as dependents who are here as part of a relative’s visa, this exception proves the rule that most international students are required to have the F-1 visa.

How many international students attend MSU?

Currently 258, which is in the average range of 250-275.

When do international students typically begin working with the OIP?

Our assistance begins as soon as a student is admitted to MSU. In order for them to enter the US, they need a visa. We provide them with an I-20 document which proves to embassy officials that these students are admitted, and they have the funds to study at our university. Using that I-20, students obtain an F-1 student visa. Once students arrive, we help them maintain their F-1 visa status and make sure they remain in compliance with USCIS regulations.

What special opportunities exist for international students at MSU?

Offered each fall term, the “American Culture and College Life” first-year experience (FYE) learning community is specifically designed for international students who may face pronounced linguistic and cultural barriers when studying in the US. Thus, Canadian students are *not allowed* to enroll; students from Great Britain and Australia may enroll but most do not benefit from the experience as much as students from other places. To illustrate, British and Australian students typically come to MSU to participate in athletics, and thus find a built-in “tribe” with their teammates. By contrast, students from eastern Europe and non-western locales seldom come to MSU to play American sports, and hence do not have a readymade “tribe.” Rather, they find their “tribe” in the FYE cohort. International students in this FYE are more “present” on campus and exhibit higher levels of engagement with university events and activities than those who do not.

DATES TO REMEMBER

October 21

Midterm grades

October 29-31

Spring registration for currently enrolled students

November 3

Last day to withdraw from all classes and receive a 50% refund

November 15

Last day to drop

November 27-29

Thanksgiving vacation (University closed Thursday only)

December 16-20

Final Exams

December 23

Grades Due

Quick Tips

1. Do *not* try to advise international students on matters pertaining to their F-1 visa. Refer them to the OIP instead.
2. Recommend the American Culture and College Life FYE to international students.
3. Keep undergraduate and graduate credit hour requirements in mind when helping students plan their course schedule.

Reach Out!

If you are advising an international student or a student interested in studying abroad, and you or the student have questions, contact the OIP via [email](#), or at #4155.



Academic Advising Newsletter

Resource Spotlight: Office of International Programs (cont.)

What special requirements for maintaining international students' visa status should advisors be aware of?

Undergraduates must take at least 12 credits per semester, excluding summer. Of these credits, 9 *must* be from face-to-face courses. Graduate students must enroll in 9 credit hours per fall and spring term, 6 of which must be from face-to-face courses. It is important to plan an international student's academic timeline with these requirements in mind. Students may be allowed to have a reduced course load during their last semester or due to a medical condition.

As for employment, international students are allowed to work on campus only. They cannot exceed 18 hours a week of work on-campus during the Spring and Fall semester. During the summer semester, students who are taking less than 6 credit hours can work up to 38 hours a week on campus. Those who choose to take 6 or more credit hours during summer can only work up to 18 hours a week on campus.

What should advisors know about helping students who wish to study abroad?

Students should contact the OIP the moment they have even the slightest interest in traveling to another country to further their college education—and *at least a year* in advance of when they would like to study abroad. The student chooses where they wish to go and when, and the OIP finds the best option to meet their wants and needs. Notably, federal financial aid may be used cover study abroad costs.

The OIP functions as a liaison between MSU and the host institution. At present, the OIP has a personal and reciprocal relationship with Kristianstad University, Sweden; University of Southern Norway; Florence School of Fine Arts, Italy. These schools, especially, welcome MSU students and vice versa.

For students interested in studying in other places, the OIP partners with well-known program providers. [International Studies Abroad](#) (ISA) connects students with institutions in Latin America, Europe, and Africa. [The Education Abroad Network](#) (TEAN) enables study abroad opportunities in Australia, New Zealand, and Asia. [Semester at Sea](#) offers a multi-country study abroad experience via a passenger cruise ship during fall and spring terms.

Advisors should also be aware that, at MSU, first-year students may only study abroad as part of a faculty-led program. Moreover, once a student has completed their study abroad experience, the OIP works with the student's academic advisor to determine how the study abroad courses will be substituted for MSU courses on the transcript.

Last but not least, all students, faculty, staff, and community members are welcome to join us for the faculty-led [Outlander's Guide to Scotland](#) (May 19-30, 2025).

Academic Advising Council Members

School of Arts, Humanities, and Social Sciences:

David Paterno

School of Business, Math, and Technology:

Darren Seifert

School of Education and Behavioral Sciences:

Ethan Valentine

School of Science and Health:

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Academic Support Center:

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