

April 2024

AOE Advising Office

Gilbert Place, Suite 3300
220 Gilbert Street

Advisors:

- [Emily Metzgar](#): Last names A-G, Rm. 3303
- [Chelsea Nowak](#): Last names H-Ri, Rm 3304
- [Brian Kastner](#): Last names Ro-Z, Rm 3302

In-Person Walk-In Hours:

- Come to any advisor's walk-in hours
- Emily: Mondays 9:00 AM - 12:00 PM
- Chelsea: Wednesdays 9:00 AM - 12:00 PM
- Brian: Thursdays 9:00 AM - 12:00 PM

Appointments:

- In-person and virtual appointments available
- Schedule an appointment through [Navigate!](#)
- Include comment with appointment reason.

Note: If you have any comments or concerns about AOE undergraduate academic advising, please email [Dr. Seidel](#).

Upcoming Dates/Deadlines

April:

- 17: Last day to make a [final exam change request](#)
- 19: Start of fall 2024 add/drop
- 22: [AOE Force-Add Request Form](#) opens
- 25: Senior Capstone Design Expo

May:

- 1: Last day of classes, [course withdrawal](#) (W) deadline
- 2: Reading day, senior picnic (1-3 PM), [COE change of major/minor](#) period opens
- 3-8: Final exams
- 10: University commencement (8:30-11 AM), AOE graduation celebration (3-5 PM)
- 11: COE commencement for AOE (3:30-5:30 PM)

For more dates/events visit the:

- [VT Academic Calendar](#)
- [AOE Facebook Page](#)
- [Engineering Opportunities Facebook Page](#)

Featured Wellness Resource

Financial Wellness

Did you know that VT Student Affairs and Hokie Wellness offer various financial wellness resources?

These include workshops covering topics like budgeting, credit scores & debt management. They also include individual financial coaching appointments.

Learn more about workshops & coaching [here](#).

Additional resources and support can be found [here](#).

Career Corner

Nervous About Networking?

Networking can feel intimidating, but it is one of the best ways to find jobs and build your career. Check out the resources below for some tips on networking.

- VT Career Center: [Networking](#)
- HBR: [Networking as a First-Generation Student Can Be Hard. Here's How to Get Started.](#)
- Indeed: [How To Network if You're an Introvert](#)
- LinkedIn: [Networking on LinkedIn: Why you should and how to do it](#)
- Handshake: [Networking 101: 5 Steps to Build Your Career Connections](#)

FAQs of the Month

I was unable to enroll in a Math course for Fall 2024, because I plan to take its prerequisite over the summer at a different institution. What should I do?

- To ensure that they will offer enough sections, the Math Department is collecting anticipated enrollment data for their fall courses.
- Their [Anticipated Enrollment Survey](#) will be open from April 19th to August 4th. If you were not able to enroll in a fall course due to a prerequisite error, it is important that you **fill out this form**.
- The [Math Department Force Add Survey](#) opens on August 5th. If your summer transfer credit is not processed in time for you to add yourself to the course, request a force-add using this form.

Can I complete two tracks for my technical electives?

- First, understand that the only place where your track will be officially listed is your DARS. Tracks are not listed on transcripts or diplomas. Many students choose to list their tracks on their resumes.
- As a graduation requirement, you must complete 3 courses that complete a single track.
- You are welcome to complete 6 courses that fulfill the equivalent of 2 tracks. However, if you do this only one track will show as complete on your DARS. The courses for the other track will fulfill technical electives or fall under “free electives” if they are not all needed for technical electives.

I want to take courses at a different college/university this summer. What should I do?

- Follow the COE instructions/requirements for [Transferrable Credits from other Universities](#).
- For a VCCS course, use the [VCCS Guide](#) to determine the equivalent course. Non-VCCS courses must be pre-approved using COE’s [Authorization to Take Courses Elsewhere](#) form.
- If the transfer course is a prerequisite for a FA 2023 AOE course, request a [force-add](#) once you have your final grade (must be a C or higher).

I’m considering taking courses at VT this summer. Where can I find information about summer session and summer tuition/fees?

- Check out the [Summer Sessions](#) website for information about registration, important dates, and more.
- You can find information about summer tuition/fees on the [Bursar’s Office website](#).

Academic Resources

- [AOE Undergraduate Curriculum](#)
- [AOE Advising Website](#)
- [COE Academic Forms](#)
- [COE Resources/Support](#)
- [VT Majors/Minors Checksheets](#)
- [Pathways Course Catalog](#)
- [VT Academic Calendar](#)
- [VT Timetable of Classes](#)
- [Registrar’s Office Forms](#)
- [Scholarships/Financial Aid](#)
- [Student Success Center \(SSC\)](#)
- [Dean of Students](#)