



AOE ADVISING ANNOUNCEMENTS

November 2020

Important Links

[VT Ready \(Covid-19 Information\)](#)
[AOE Advising Information/Forms](#)
[COE Academic Forms](#)
[AOE Undergraduate Curriculum](#)
[AOE Planned Teaching Schedule](#)

[VT Academic Calendar](#)
[VT Timetable of Classes](#)
[Pathways Course Catalog](#)
[VT Majors/Minors Checksheets](#)
[Registrar's Office Forms](#)

Upcoming Dates/Deadlines

November

18: Last day to request [final exam rescheduling](#)
21-29: Thanksgiving Holiday
30: All courses move to online instruction

December

5: Start of add/drop period
9: Last day of classes; last day to [request W](#)
10: Reading day
11-16: Final exams
18: Fall commencement
See more events on our [AOE Facebook Page](#) and the [Engineering Opportunities Facebook Page!](#)

Advising Office: Our office has moved virtual!

Appointments:

Schedule an appointment through [Navigate!](#)

Include a **comment** describing your reason for the appointment! This makes it easier for us to help you.

Brian's Zoom Room:
<https://virginiatech.zoom.us/my/briankastner>

Emily's Zoom Room:
<https://virginiatech.zoom.us/my/emilymetzgar>

Contact Your Advisor:

Last names A-Mc
Emily Metzgar
emilymetzgar@vt.edu

Last names Md-Z
Brian Kastner
briank4@vt.edu

FAQs of the Month

- 1. I'm debating whether to withdraw (use a W) from a course. What should I do?**
 - It is a good idea to speak to your professor & advisor about the course before using a W.
 - Make sure you understand how using a W will affect the courses you are able to take next semester. Think about prerequisites!
 - Withdrawing may cause you to need summer courses and/or take another year to graduate.
 - You may only use 3 W's while at VT.
 - To withdraw, complete the [online course withdrawal request form](#) by the Dec. 9th withdrawal deadline.
 - An advisor signature is not required.
- 2. How do I add a minor?**
 - Add the minor through the appropriate college.
 - For minors in COE, you'll need to do this through an [online form](#) during the Change of Major/Minor cycle.
 - For College of Science, use the form found here: <https://www.science.vt.edu/resources/forms.html> (scroll down to change of major form) and submit here: <https://forms.gle/SCU7KzinRc2h1rRM6>.
 - Unrestricted minors in COS (i.e. MATH) do not require departmental signatures on the form.
 - For minors outside of COE or COS, contact the department offering the minor for help adding it.
 - For more information about minors, look at the [minors checksheets](#) on the Registrar's website.