

# Apparel, Textile, and Interior Design Majors

## Advising Procedures

### FIRST TIME TO ADVISE? (ALL CTD majors)

If you are a true freshman (not a transfer), check the advising lists posted on the 3<sup>rd</sup> floor of Doster Hall's bulletin board OR go to your Degree Works page and your advisor will be listed. If your name does not appear on the advising list and an advisor is not listed in Degree Works, please see Donna McGee, Doster 307, or email [dmcgee@ches.ua.edu](mailto:dmcgee@ches.ua.edu) to request an advisor. Find your advisor in the chart below and sign up for a time. Your first advising visit will result in a 4 Year Plan that you should photograph and keep as a record until graduation. Your registration time may be found by searching ua.edu for registration times.

### ALREADY HAVE YOUR 4 YEAR PLAN? (Apparel and Retail majors)

Review your transcript in Degree Works and check your 4 Year Plan. Sign up for a time to be advised either on your advisor's door or by online invitation from your advisor. See the box below for days and times for appointments.

### ALREADY HAVE YOUR 4 YEAR PLAN? (Interior Design majors)

Advising may be done through email if checking-in on your 4 Year Plan is all you need. However, if for some reason you don't take a scheduled class or encounter a problem then the next advising period you will need to meet with your advisor to officially update your plan.

Review your transcript in Degree Works and check your 4 Year Plan. If you have successfully taken that semester's work, then you may email your advisor that you are on track to register for the next semester listed on your 4 Year Plan.

### ***Freshman and In-person advising appointments this fall will be scheduled on:***

**Wednesday, March 20th from 4-7pm and  
Thursday, March 21<sup>st</sup> from 4-7pm in faculty offices,  
Interior Design 201 Doster Hall  
Apparel and Textiles 306 Doster Hall**

**Registration for classes begins Monday, March 25<sup>th</sup>**

#### **APPAREL AND FASHION RETAIL**

Babs Davis – Doster 306-C -Sign up on door  
Marcy Koontz - MHB \*  
Paula Robinson - Doster 306-F \*  
Brian Taylor - Doster 306B \*  
Amy Thompson - Doster 306D – Sign up on door  
Michelle Tong – Doster 306A  
Virginia Wimberley – Doster 306E – Sign up on door

#### **INTERIOR DESIGN**

Casey Faulkner - Doster 201B – Sign up on door  
Shirley Foster - Doster 307A \*  
Kristin Maki - Doster 201F \*  
John Peaslee - Doster 201E – Sign up on door  
Michelle Rose - Doster 201A \*  
Lauri Self - Doster 201C – Sign up on door

\*Advisor will send online invitation to sign up for advising times