

**Chemical and Materials Engineering Department
Chemical Engineering Pre-Registration Undergraduate Advising Form – Spring 2020**

*Please complete this form in pencil, including your list of proposed classes,
before coming in to see your advisor*

Name:		ID#
Major:		Contact Phone #:
Street Address: _____		
City/State/Zip: _____		
E-mail address: _____		
Proposed Classes		
1.	2.	
3.	4.	
5.	6.	
Possible Alternative Classes		
1.	2.	
Total Class Hours _____ Graduation Application Submitted? Yes ___ No ___		
Total work hours per week outside school: ___ Change of major in progress? Yes ___ No ___		
Major Form Submitted: Yes ___ No ___		
Other advising notes:		
Student Signature*:		Date:
Advisor Signature:		Date:
Hold flag removed by:		Date:
Database updated:		ListServ Updated:

Please allow a minimum of 5 working days for your Advising Hold to be removed.

***Notice to Students:** You are responsible for being aware of department advising policies, including student progress and academic disqualification policies. These can be found on the department web page: <http://www.sjsu.edu/cme/programs/academic-policies/index.html>. You are responsible for fulfilling all required pre-requisites and co-requisites before enrolling in courses. The SJSU on-line catalogue has the most up-to-date pre-requisite(s) for each course. If you have a question regarding your pre-requisites, please see your advisor.