1. Fill out the top part of the Faculty Checklist and send it to your faculty member 24 hours before your scheduled appointment.
   a. Save the form as Last Name, First Name WSU ID advising form F24
      i. Example: Smith, Jason A123B456 faculty checklist F24
2. After you have had your appointment send your form to soc.ugadvising@wichita.edu to get your PIN cleared to enroll in classes.

Faculty Checklist

Student Name: _____   Student WSU ID: _____

Catalog Term: _____   Major _____   Minor _____

Topics to Discuss

Components of Engineering Plus

☐ Ask how the student is doing   x Ungraduated Research

☐ Career Plans   x Entrepreneurship and Innovation

☐ Engineering Plus   x Global Learning/Study Abroad

☐ Courses Completed   x Service Learning

☐ Technical Electives   x Cooperative Education/Internship

☐ Next semester classes   x Multidisciplinary Education

                                        x Leadership

Date: _____ Faculty Signature: _____