

For MAC Use
Only

Group: _____

Mandatory Advising Form

Mānoa Advising Center (MAC) – Spring 2014

****Please note: Mandatory Advising is a two-step sequence****

Submitting this form to QLCSS 101 will complete Step One of Mandatory Advising. Step Two requires that you complete the MAC Mandatory Advising Survey. Both steps must be completed in the proper sequence in order to satisfy your Mandatory Advising requirement for this semester.

Your Mandatory Advising hold will not be lifted until after the survey has been completed. It will take up to two business days after completion of the survey for your hold to be released. Please plan accordingly.

Please write legibly.

Student Name: _____
(Last, First)

ID Number: _____ **UH Email:** _____@hawaii.edu

Please discuss the following with your advisor:

- GPA concerns (if applicable)
- Projected timeline of major declaration
- Academic plan up to admission
- Alternative route to achieve the career goal (if applicable)

Advisors only below this line.

Purpose of Appointment: Advising Declaration

Advising Office/Major: _____

Date of Appointment: _____

Advisor's Name: _____

Advisor's Signature: _____

Advisor's Email: _____@hawaii.edu

Check one: I am a(n): Advisor Peer Advisor

***After meeting with your advisor and turning in this form to QLCSS 101,
your next step is to complete the MAC Mandatory Advising Survey
in order to satisfy Mandatory Advising for Spring 2014.***