START

Using your chosen catalogue year, obtain a current DARS report from https://darsweb.utk.edu/

Obtain the following items from the MABE Office (414 Dougherty).
Blank Advising Record Form
Your Folder

Is there a Plan of Study in your folder?

NO

Update your Plan of Study to reflect any changes since the last update.
Show every course that will count toward your degree.

YES

Complete the Advising Record Form IN INK.
MABE Hours Attempted and MABE GPA are on your DARS report.

After each proposed course, under Prerequisites, circle either Yes or No.

Make an appointment to meet with Dr. Smith (gvsmith@utk.edu).

Are you on Academic Review?

YES

NO

Meet with an advisor.

Submit completed Advising Record Form to the MABE Office.

STOP