

How to schedule an Undergraduate Academic Advising Appointment with a Gies Academic Advisor



Undeclared, Business Administration, and Finance majors can meet with multiple Academic Advisors within the Office of Undergraduate Affairs (OUA).

Accountancy majors are assigned to an Accountancy Academic Advisor based on last name. You will need to log into Gies Groups to schedule an appointment.



## We're here for you.

Experienced Academic Advisors help guide you through your academic journey at Gies and position you for a bright future. They are your advocates. They get to know you, answer your questions, and help you choose classes, declare a major and stay on track for graduation. Connect with us and stay up-to-date with our Featured News below!



Express Adv

You will start on the Academic Advising Gies Groups Page

https://giesgroups.illinois.edu/advising/home/



MEET WITH AN ADVISOR \* REQUIREMENTS \* REGISTRATION \* FORMS \* POLICIES & PROCEDURES \* RESOURCES \* EVENTS CONTACT US номе

# Undergraduate Academic Advising

select the dropdown: "Meet with an Advisor"

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Schedule an Appointment



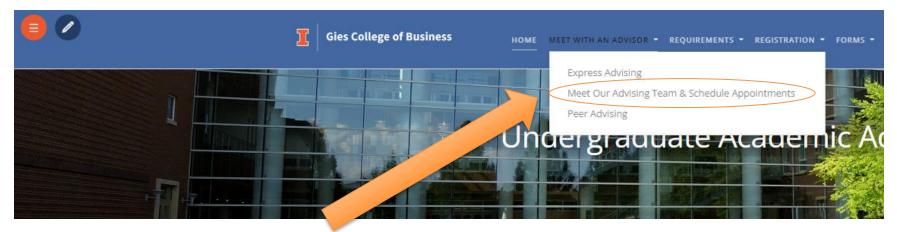
Express Advising



Peer Tutoring



Peer Advising



In the drop-down, you'll see "Meet our Advising Team & Schedule Appointments." Select this option On this page you will be able to see our Academic Advising Staff. To schedule an appointment, you will need to identify the advising team that best fits your needs

### Meet the Academic Advising Team

Undeclared, Business Administration, and Finance majors have the ability to meet with multiple Academic Advisors within the Office of Undergraduate Affairs (OUA). Accountancy majors are assigned to an Accountancy Academic Advisor based on last name. You will need to log into Gies Groups to schedule an appointment.

Undeclared and Accountancy students Click here to schedule an Advising Appointment

Undeclared, BADM, and FIN students Click here to Schedule an Advising Appointment



Maria McCollum | Academic Advisor OUA: Finance, Business Administration, and Undeclared Majors



Allyson Frizzell | Academic Advisor Accountancy and Undeclared Majors, last name R-Z



Natalie Heath | Academic Advisor Accountancy and Undeclared Majors, last name A-J







Gies College of Business

maic. declared Accountancy student, select the first link to see their availability

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Natalie Heath | Acad Accountancy and Undeclared

unsure of your major choice, you will select the second link to see the availability of the OUA advising team.

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 ILLINOIS
 Home
 Groups
 Events

 Gies College of Business
 News

0	This p	age is	restricted	to certain	members	only. Plea	ase sign	in.

If you're not already logged into Gies Groups, it will prompt you to log in using your NET ID and Password.

We only advise current Gies students.

If you are not a current Gies Student but a UIUC student you can meet with a Gies Advisor during ICT Advising or go to an ICT Admissions Info Session.

Gies Users		
Use your school lo	gin	
	Gies Login	

#### uate Academic Advising

your school administration to be added to CampusGroups.

Contact	Links
Gies College of Business	Groups
515 E Gregory Drive	Events
Champaign, IL 61820	News
United States	Terms of Service
giesgroups@business.illinois.edu	Privacy Policy
	Support Center

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### Office of Undergraduate Affairs

We advise all Business Administration, Finance, and Undeclared Gies students

last name breakdown.

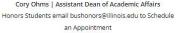
To see an advisor's schedule, click the "Schedule an Appointment" link below their photo.



Maria McCollum | Academic Advisor OUA: Finance, Business Administration, and Undeclared Maiors Schedule an Appointment



Vacant | Assistant Director of Academic Affairs OUA: Finance, Business Administration, and Undeclared Maiors



Jeff Headtke | Senior Academic Advisor

OUA: Finance, Business Administration, and Undeclared

Maiors

Schedule an Appointment



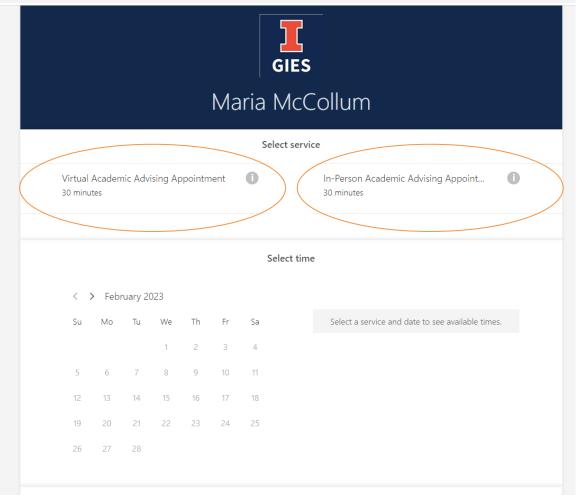
William Kerch | Academic Advisor OUA: Finance, Business Administration, and Undeclared Maiors Schedule an Appointment



Corey Thoss | Director of Academic Affairs OUA: Finance, Business Administration, and Undeclared Majors

Schedule an Appointment

This will send you to their personal bookings page. You will have an option to meet virtually or in-person with an advisor. You must select on of the options to see their availability.



Once you have selected an options, you will see all their availability for about 14 days.

We only schedule 14 days out, so if you do not see an appointment, you can check other advisors or check back the next day as a new 14<sup>th</sup> day will be added.

GIES Maria McCollum								
							Advising Appointment	
Virtual Academic Advising Appointment 30 minutes			ent	0	In-Person Academic Advising Appoint (1) 30 minutes			
<	> Febr	uary 2	023			Febr	J <b>ary 23</b> Select staff (optional)	
< Su	> Febr Mo	ruary 21 Tu	023 We	Th	Fr	<b>Febr</b> Sa	Select staff (optional)	~
		-		Th 2	Fr 3		Select staff (optional)	~
		-	We			Sa	Select staff (optional)	<b>~</b> 2:00 pm
Su	Мо	Tu	We 1	2	3	Sa 4	Select staff (optional)	
Su 5	Mo 6	Tu 7	We 1 8	2	3 10	Sa 4 11	Select staff (optional)          Anyone         9:00 am       1:30 pm	2:00 pm

C Introduction outlook.office365.com/owa/calendar/MariaMcCollum@uillinoisedu.onmicrosoft.com/bookings/

Once you have a date and time identified, you will need to scroll down and enter in your information. Please only use your UIUC email.

Please enter as much information as possible in this section. The more we know about the reason for your appointment the better we will be able to prepare.

Name Email	Add your details	Once you have filled out your form select "Book" and you will have scheduled your appointment
Please enter your UIN.	ide additional information	on
If guing to discuss future semester courses nal)	, I ask that you please bring :	your review.

# Once you have booked your appointment you will receive a conformation email

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#### Location Business - BIF 1055

C Reschedule

#### Additional Information

When

Hello and thank you for scheduling an academic advising appointment with me! Below you will find my office address where we will meet.

My office is a mask optional space. Please let me know if you would like for me to wear a mask during our meeting.

My office is located at the following address:

Office of Undergraduate Affairs 1055 Business Instructional Facility (BIF) 515 East Gregory Drive Champaign, IL 61820

Thank you and I look forward to meeting with you!

MARIA MCCOLLUM Academic Advisor

Office of Undergraduate Affairs 1055 Business Instructional Facility | 515 E. Gregory Drive Champaign, IL 61820 217-333-2740 | mariamc9@illinois.edu

Under the Illinois Freedom of Information Act any written communication to or from university employees regarding university business is a public record and may be subject to public disclosure.

#### Your Details

Please enter your UIN.

123456789

What would you like to discuss during your appointment?

talk about possible double major in Fin and SIE

If we are going to discuss future semester courses, I ask that you please bring your planning form and DARS for us to review. If you need to cancel your appointment or reschedule, use the link in this email. Please do not just book another appointment.

If you want to cancel the same day as your appointment please email the advisor directly. Do not respond to this email.

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If you miss your academic advising appointment you will be listed as a "No-Show".

We understand that things happen, and appointments get missed. Habitual no-shows will require a mandatory meeting with the Director of Academic Affairs.

If you have additional questions or issues using the scheduling system you can reach out to our office at <u>undergrads@business.Illinois.edu</u>

