

Advising Information Sheet

Advising Appointment Date & Time: _____

BEFORE you come to your advising appointment, please do the following:

- 1) Print your unofficial transcript on HPU Gateway.
- 2) Review the Spring Class schedule located on the website: www.hputx.edu/nb
- 3) Use the worksheet below, to write down the classes you would like to take and that fit your schedule.
- 4) Review your financial aid awards, and decide how you will pay the remaining balance, if any. You will complete a Financial Settlement Agreement (FSA) at the end of your advising appointment.

BRING to your appointment:

- 1) A copy of your unofficial transcript.
- 2) This sheet with the worksheet complete with the classes you would like to take next semester.

Locating Registration Instructions:

- 1) Go to www.hputx.edu
- 2) Click on Quick Links, under **STUDENTS**, click on HPU Gateway
- 3) Log in using your HPU log in & password
- 4) Click on **Menu**, in the top left hand corner
- 5) Click on Portal Information
- 6) Under **Student How To Documents**, click on Register for Classes

CLASS SCHEDULE WORKSHEET

DEPT	COURSE NUMBER	SECT.	AUDIT	COURSE TITLE	DAY	TIME	INSTRUCTOR

Total Hours: _____

** All degree-seeking students, must file an official academic plan during their first semester of enrollment as a means of verifying that the student is a regular, degree-seeking student.