

## At-a-Glance Info for Liberal Arts Advisors

### Suggested Timeline for Contact:

#### For First-Year Students (Spring semester):

- Meet your advisees at the combined EFS/LA Advising Hand-off Event on **April 16th, 2025** to discuss the role of the Liberal Arts at RISD, provide an explanation of the liberal arts requirements, and cover concentration opportunities.
- Share your email, contact information, office hours; if students have remaining questions about Fall 2025 registration, encourage them to set up a meeting with you.

#### For Sophomores (Fall semester):

- Email advisees at the beginning of the Fall semester to remind students who you are, your role as their liberal arts advisor, and your contact information.
- Email advisees several weeks before registration for Spring 2026 courses; encourage them to set up a meeting with you to discuss their registration questions.

### Important Advising Dates (Spring 2025)\*:

EVENT	DATE
Spring 2025 Classes Begin	February 13, 2025
Spring 2025 Mid-Semester Warnings Due	April 4, 2025
Spring 2025 Final Date to Withdraw from a Course	April 16, 2025
<b>Meet Your Liberal Arts Advisor Event</b>	<b>April 16, 2025</b>
Fall 2025 Web Registration Begins (by Appointment)	April 28, 2025
Spring 2025 Classes End	May 14, 2025

\*Check RISD's [Registrar site](#) for a detailed and updated academic calendar.

### Key Topics to Cover with Your Advisee

1. Check in with the student on how the semester is going for them.

- This is a good chance to refer advisees to support offices (see [“Student Support Offices and Contacts”](#) section in the Liberal Arts Advising Handbook).
2. Make sure the student understands the [liberal arts requirements](#).
    - Your advisees will need **39 liberal arts credits and 120 credits total to graduate**. A good rule of thumb is that students should take 3-4 liberal arts courses per AY.
    - Please note that 126ers still need 42 liberal arts credits to graduate. Workday will keep track of which set of graduation requirements each student is following (through the [student’s “Academic Progress”](#)).
    - If advisees have specific questions about graduation requirements, send them to **Gail Hughes**, Liberal Arts Senior Academic Specialist.
  3. [Review the student’s progress](#) on their liberal arts requirements.
    - Be sure to note any liberal arts requirements with a status of “In Progress” or “Not Satisfied.” These are areas where the student needs classes.
  4. Discuss [course selection](#) and registration for the following academic year, especially in helping students match their interests to liberal arts courses.  
**Students are expected to take 12-15 credits each fall/spring semester.**
    - Concerns around under-enrollment: Students must be enrolled in at least 12 degree-applicable credits to be considered full-time and receive full-time financial aid. For students who wish to take fewer than 12 credits, see the section, [“Reduced Credit and Academic Probation.”](#)
    - Concerns around over-enrollment: Students who are **120ers** should be advised not to exceed 30 credit hours per year and are capped at 15 credit hours per semester.
    - Wintersession is optional after the first year. If a student wants to take a WS course, then they need to plan to take 12 credits in either the fall or the spring. Some key reasons a student may want to take a WS course:
      - Experimental courses, travel courses, credit-bearing internship
      - Lighter course load in the fall or spring semester
  5. Remind the student about the possibility of [liberal arts concentrations](#).
    - Because of the course cap, students need to be extra thoughtful about completing their concentration requirements; the earlier they declare the concentration, the easier it will be to complete.