



July 29, 2020

Greetings students,

We hope you are doing well and that you are looking forward to your Fall 2020 semester!

Please know that the Academic Advisement community is extremely enthusiastic about welcoming you to campus and supporting you in successfully progressing through your program of study.

We are writing today to provide information regarding updates to the **Fall 2020 Schedule of Classes** and how we can help ensure that you have the schedule that works best for your needs.

New First-Year and Transfer students receive their class schedules during New Student and Transfer Orientations. During these sessions, you will learn more about your classes and have the opportunity to make changes by working with your academic advisor (contact information below) until the term begins on August 24.

Continuing students are welcome to review the [University's Schedule of Classes](#), which is being updated to reflect how courses will be taught, meaning which teaching modalities (e.g. fully on campus, HyFlex, web-assisted, or fully online) will be utilized. These additional updates will be available for your reference as of **August 1st**. Please feel free to review your class modalities at this time and continue checking for any further updates. After reviewing your schedule, you will be able to make any changes needed either on your own or working with your academic advisor.

Please review the following for the most up-to-date information on this process.

I have already registered for classes. Have there been changes made to my schedule?

The only changes underway are regarding how some of your courses may be taught, meaning which instructional modality will be utilized. For example, a course that was originally fully on-site might now follow a blended model or be fully online. The classes you selected are the same but the way in which they are taught may be updated.

How can I find out how my classes are now being taught?

The confirmed modality for each class can be found in the [University's Schedule of Classes](#). Updates may occur, so please feel free to check this schedule regularly to verify the instructional modality of each class.

If my class is a HyFlex model, which blends on-site learning with online, how will I know when we meet on campus?

The class instructor will include details regarding in-class meeting dates on your syllabus.

If I need to make changes to my schedule, how do I proceed?

New Pace students should reach out to the advisors in their intended school of study (contact information below) for support in making any needed changes. **Continuing students** who have previously registered or made add/drop changes on their own can continue doing so right through the student portal. Continuing

students who need help from their academic advisor will receive that support. Advisors are available by email, phone, and zoom so that you can connect from wherever you feel most comfortable.

Who is my academic advisor?

- **Continuing students** who have previously worked with an academic advisor should reach out to that individual. If you do not recall who your Advisor is, you can consult Degree Works in “MyPace Portal”, or confirm through "My Success Network" by logging into your [OnTrack account](#). You can also email whoismyadvisor@pace.edu to request assistance in confirming your Advisor.
- **New students** receive advisement information during their Summer Orientation sessions, which includes support from Professional Advisors in each school along with the First Year Experience and Transfer Experience teams. You may already have contact information for your first-year academic advisor. If not, contact information for each school is provided below.
 - [College of Health Professions](#)
 - [Dyson College of Arts and Sciences](#)
 - [Lubin School of Business](#)
 - [School of Education](#)
 - [Seidenberg School of Computer Science and Information Systems](#)
 - [Honors College](#)
 - Students who are undecided about their major can reach out to their intended school of study or to the [Advising Center for Exploring Majors](#).
 - Non-Degree, Visiting, and High School Bridge students can contact rangelczyk@pace.edu.

When I return to campus, will advisors be available to meet with me in-person?

Advisement offices are currently identifying the safest ways in which to support our students on campus! Each advisement department is committed to the social distancing requirements being implemented across the University. Advisors will of course continue to be available on an ongoing basis via zoom and phone appointments. Your safety and comfort are of paramount importance to us as we provide you with ongoing support in progressing through your academic program.

Please note, teaching modalities, course instructors, location of courses and dates for conducting and completing courses that are currently indicated in University websites and publications are subject to change by the University to address changed circumstances, including risks of exposure to communicable disease and/or revised government directives/actions.

Please know that the Academic Advisement community is dedicated to securing positive outcomes for each student. We look forward to supporting your success throughout the 2020–2021 academic year!

Sincerely,

Melissa Grant

Associate Dean of Advising