

**Agricultural Systems Management  
Advising Notes  
Pre-registration for Summer/Fall 2020**

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| <p>Advising Schedule</p>                                 | <ul style="list-style-type: none"> <li>• Student advising period will be <b>March 23-April 3</b>. Students <b>MUST</b> see their faculty advisor during this advising window to be unblocked for registration.</li> <li>• Ashlea Schroeder <b>IS NOT</b> a faculty advisor.</li> <li>• Student files will be sent to faculty advisors prior to advising appointments. Students do <b>NOT</b> need to see Ashlea to pick up their folders.</li> <li>• Many faculty advisors will post sign-up sheets for advising appointments outside their office doors (some may not have the exact dates listed above available).</li> </ul>   |
| <p>Advising and Registration Procedures for Students</p> | <p>For successful and convenient advising, you should:</p> <ul style="list-style-type: none"> <li>• Make an appointment in advance, and reschedule if you have to change that appointment.</li> <li>• <b>Make sure you bring a copy of your degree plan from the degree planner tool in Howdy showing the courses you will take each semester up to graduation.</b></li> <li>• Have a preliminary course schedule for the summer and fall worked out before your advising meeting. <a href="#">Trial Schedule</a> (template)</li> <li>• Check your degree evaluation through <a href="http://howdy.tamu.edu">http://howdy.tamu.edu</a>. If it does not show credit for transfer courses taken, see Ashlea to get appropriate adjustments made. Use your degree evaluation to ensure courses such as Language Philosophy and Culture, Creative Arts, and International &amp; Cultural Diversity courses that you plan to take are listed.</li> <li>• Know the university and department requirements for graduation and have a plan for how you will meet those requirements.</li> <li>• Register (during your assigned time) for courses recorded on the advising form during the advising meeting. If you need to change a course, contact Ashlea about an alternative course you may select. If you plan to take courses at another institution and transfer them for credit, indicate which courses on the advising form.</li> </ul> |
| <p>Departmental Registration Holds</p>                   | <ul style="list-style-type: none"> <li>• All students <b>have a registration hold on their account</b> until they see their faculty advisor.</li> <li>• Any student below a 2.0 GPR at mid-semester will be allowed to pre-register regardless of grades; however, their registration may be cancelled if final grades are not sufficient to warrant continuation.</li> <li>• Pre-registering does <b>NOT</b> imply continued enrollment for the next semester.</li> </ul>  |

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| <p>Minor Options</p>    | <ul style="list-style-type: none"> <li>• The <b>business minor</b> requires ACCT 209, MGMT 209, MGMT 309, MKTG 409, and FINC 409, plus <b>ISTM 209 as the “free elective” for catalogs 2019 and newer</b>. These courses appear in bold font on the AGSM degree plan sheets. Grades of “C” or better are required for the BUSI minor. <ul style="list-style-type: none"> <li>○ Let Ashlea know, via email, if you wish to pursue a BUSI minor so she can enter the appropriate information into Howdy.</li> </ul> </li> <li>• The <b>agricultural economics</b> minor requires AGECE 105 (free elective in AGSM curriculum) AGECE 314, AGECE 330, AGECE 340, AGECE 344 and 1 additional upper level elective (selecting AGECE 315 will allow you to also pursue an Entrepreneurship minor). Grades of “C” or better are required for all AGECE minor courses. <ul style="list-style-type: none"> <li>○ You must have appropriate paperwork signed by the AGECE department to pursue this minor.</li> </ul> </li> <li>• The <b>entrepreneurship minor</b> requires ENGL 210, AGSM 439, and AGSM 440, in addition to 2 foundational courses (AGECE 105 and AGECE 315 or a combination of BAEN 281- three 1-hour courses, plus one 3-hour class from their list). <ul style="list-style-type: none"> <li>○ Let Ashlea know, via email, if you wish to pursue an ENTR minor so she can enter the appropriate information into Howdy.</li> </ul> </li> </ul> |
| <p>Prerequisites</p>    | <ul style="list-style-type: none"> <li>• Take the courses in the order indicated by the degree plan. Delaying courses from the first and second year until the last semesters can delay graduation.</li> <li>• Check course prerequisites. Students will be dropped from courses if they do not have required prerequisites.</li> <li>• Students MUST have MATH 140/142 or equivalent courses (ex: MATH 151 will replace 142) with a C or better before enrolling in AGSM 301.</li> <li>• Students with an exceptional reason to take a course without the prerequisites must fill out an exemption request. Forms are available from Ashlea and must be approved by both the course instructor and the AGSM coordinator. Exceptions to prerequisite requirements will be rare.</li> </ul>  |
| <p>Required Courses</p> | <ul style="list-style-type: none"> <li>• <b>Course prerequisites have changed.</b> Please check the restrictions and details link on each course in Howdy to make sure you have appropriate prereq courses completed. Email Ashlea if you think you should be taking a course and do not have a prereq completed.</li> <li>• If the student takes business courses to meet business minor requirements, AGECE courses can be taken as technical electives.</li> <li>• If there are no seats available in an AGSM courses, submit a force request here: <a href="#"><u>Force Request</u></a></li> <li>• We manage section size to accommodate all the AGSM students who need a course, but cannot guarantee available space.</li> <li>• <b><u>AGSM 360 WILL be offered during Summer I 2020 ONLINE</u></b></li> <li>• <b><u>AGSM 337/477 (air quality) will be offered in Belgium Summer 2020.</u></b></li> <li>• <b><u>At this time, we plan to offer AGSM 337 and AGSM 477 Summer 2021 – if you are interested in attending, DO NOT TAKE AGSM 337 Fall 2020</u></b></li> </ul>   |

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| Computer Courses                        | <ul style="list-style-type: none"> <li>• The advanced computer elective can be met by taking <b><u>ESSM 351, RENR 405, or AGSM 473 (fall only)</u></b>.</li> </ul>   |
| AGSM 439                                | <ul style="list-style-type: none"> <li>• AGSM 310, 315 and 325 are required prerequisites for AGSM 439. Unless you are currently enrolled in those three courses, you should not preregister for AGSM 439 in the fall. You must also have successfully completed AGSM 301. Failure to have these courses successfully completed will result in your schedule being altered by the academic advising office.</li> </ul>   |
| Technical Electives                     | <ul style="list-style-type: none"> <li>• <b><u>NEW</u></b> Up to 3 hours of AGSM 484 (Internship) can be used towards one technical elective requirement. You must complete appropriate documentation and have it approved before you are allowed to enroll in AGSM 484.</li> <li>• Technical electives should be 300 or 400 level and related to agriculture or technology. They include upper level agriculture or business-related courses. Courses selected should have sufficient technical content, and be appropriate for a student's interests.</li> <li>• The following courses may <b><u>NOT</u></b> be used as technical electives: ALED courses, SCSC 302, POSC 333, RPTS 301. For a complete listing of approved courses, please see the website: <b><u>Technical Electives</u></b></li> </ul>  |
| Study Abroad                            | <ul style="list-style-type: none"> <li>• AGSM 337 and 477 will be offered Summer II 2020 as study abroad classes in Belgium. In addition to receiving course credit for these two classes, students taking the study abroad will receive 6 hours of International and Cultural Diversity credit.</li> </ul>  |
| University Core Requirements by Catalog | <p>Students may follow the catalog that was in effect when they started college, or may follow a later catalog. Listed below are the requirements all current AGSM students will have:</p> <ul style="list-style-type: none"> <li>• <b><u>Catalog 2014-2018</u></b> requires 2 years of the same foreign language from High School, one creative arts, one language philosophy and culture class, one social science (ECON 202 and ECON 203 are required), POLS 206/207, two American History classes, 3 hours of a life and physical sciences elective (in addition to CHEM 101/111 and PHYS 201), 6 hours of ICD (International and Cultural Diversity), and two writing intensive courses.</li> <li>• <b><u>Catalog 2019</u></b> requires 2 years of the same foreign language from High School, one creative arts, one language philosophy and culture class, one social science (ECON 202 and ECON 203 are required), POLS 206/207, two American History classes, 3 hours of a life and physical sciences elective (in addition to CHEM 119 and PHYS 201), 3 hours of ICD and 3 hours of CD (cultural discourse) and two writing intensive courses.</li> <li>• The TAMU catalog is the official keeper of requirements. <a href="http://catalog.tamu.edu/undergraduate/agriculture-life-sciences/biological-agricultural-engineering/agricultural-systems-management-bs/">http://catalog.tamu.edu/undergraduate/agriculture-life-sciences/biological-agricultural-engineering/agricultural-systems-management-bs/</a></li> <li>• AGSM 439/440 are the approved "W"/"C" courses.</li> <li>• Selecting ICD and/or CD courses that do not also meet another core curriculum requirement will increase the total number of hours required to graduate. Try to select courses that will meet multiple requirements.</li> </ul> |

Action Items  
for Faculty  
Advisors

For successful and convenient advising, faculty advisors should:

- Examine the student's degree plan to see if the courses planned for registration are appropriate. Make sure they have completed the prerequisites (check [catalog.tamu.edu](http://catalog.tamu.edu)) prior to enrolling in specific classes.
- Use the advising forms to record what courses the student will take and forward to Ashlea for unblocking. These forms will be retained in the student's file.
- If requesting a student be unblocked by email or phone, also send an advising form to Ashlea so it can be included in the student's file.
- **AGSM 360 WILL be offered during Summer I 2020 ONLINE**