Suggested Email to Advisees

Faculty can copy/paste this into the advisee email and “make it your own”. You can insert your name and program accordingly in the first paragraph.

Be sure to schedule your appointments in RegisterBlast **FIRST**, before sending this out to students.

Dear Student:

Registration for Summer and Fall 2022 classes at NTCC will open on Monday, March 28th for veterans and active duty military students and on Wednesday, March 30th for all other students.  I am your assigned advisor and will assist you in selecting appropriate courses in your program.

Your advising appointment may be scheduled in a virtual or face-to-face format. After we meet to advise and discuss appropriate courses, I will give your or email you the completed Student Advising Form which you will need to register for your courses in LOLA.

To schedule and Advising Appointment using Register Blast with me please click the link below:

<https://www.northshorecollege.edu/advising>

After scheduling an appointment with me you will receive further instruction in regard to our Advising Meeting.