Find your Assigned Advisor and Make an Appointment

Step 1: Log into My VolState Portal and select DegreeWorks

Step 2: Find Advisor’s Name, under Student View area inside DegreeWorks

Step 3: Search Tab (on My VolState) use the Advisor’s LAST name ONLY then click Find a Person

Step 4: Advisor’s contact info will be listed (See “Important Information” below about making your appointment)

Important INFORMATION:

1. As a student, it is “YOUR” responsibility to contact YOUR Assigned Advisor directly and MAKE AN APPOINTMENT.

2. When you leave a voicemail and/or send emails, be sure to INCLUDE: Your Name, V#, and Phone number. (Please DO NOT SEND TEXT MESSAGES! 😊 These are not cell phone numbers.)

3. ALWAYS make your appointment BEFORE final exam week (spring and fall semesters.) During and after final exams, faculty advisors may not be available for advising.

Revised: 04.24.2020
Registration INFORMATION:

For **Summer** and **Fall** semesters:

- Make an appointment with your assigned advisor between **03/01—03/31**
- Priority Registration OPENS the **1st Week of APRIL**
  or currently enrolled students

- **FALL**: *1st Time Freshmen are required to attend Freshmen Orientation*  
  (check VSCC student email for details and reservation link)

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For **Spring** semester:

- Make an appointment with your assigned advisor between **10/01—10/31**
- Priority Registration OPENS the **1st Week of NOVEMBER**
  for currently enrolled students

- **SPRING**: *1st Time Freshmen are required to attend Freshmen Orientation*  
  (check VSCC student email for details and reservation link)