New Student Enrollment Advising Inventory

On the following pages, you will find screenshots and helpful tips for completing your advising inventory!

The advising inventory is a questionnaire that will help your advisor prepare for your virtual advising appointment by getting to know your academic background and interests. The advising inventory is not an end-all, be-all document; rather, your responses on the inventory are the starting point for the conversation you will have with your advisor. It provides your advisor with insight into your academic goals, courses of interest, incoming credit, and personal characteristics.
On the first page of the Advising Inventory, make sure to read through the instructions and confirm that your major is listed correctly. You will need to enable pop-ups on your internet browser in order to complete the inventory.

If your major is listed correctly, select “OK” in the pop up.

If you would like to change your major from what is listed on the inventory, email nse@unl.edu before completing the inventory. Make sure to include your name, NUID #, and requested major in your message. NSE will respond to your email once your major has been updated.
AP / IB Credit

Completing the AP / IB Credit page allows your academic advisor to see which AP / IB exams, if any, you have taken or will be taking.

Important note: You must request that your official AP/IB exam scores be sent to the Office of Admissions for the credit to be applied at UNL. Completing this section on the inventory allows an advisor to see that you have or will have incoming credit, but it is not an official record. Details about submitting official IB scores can be found here, and details for AP score submissions can be found here.
Dual/Transfer Credit

Completing the Dual/Transfer Credit page allows an advisor to see courses you have taken or are taking at other institutions. Completing this page is a way to supplement your transcript(s) until it is available to send an official copy. It’s OK if your NSE date is before the end of your current term or before your final transcript will be submitted. This section allows an advisor to see what credit you are taking before your official transcript is available.

Frequently Asked Questions:

I took courses at UNL – do I need to list them on the dual/transfer credit page?
A. No – please only list any courses that you have taken at any higher education institution other than UNL. Courses that you took at UNL do not need to be listed because they will already be in your academic record.

I took a course at an institution that is not listed in the dropdown menu. What do I do?
A. You can select the “other” option in the dropdown menu. A text box will appear for you to type in the institution’s name.

The course I took was for 4.5 credits (or another number), and that is not an option in the dropdown menu. What should I select?
A. Select the closest credit hour. Ultimately, your official transcript will determine how many credit hours will be awarded for the course.

I am still completing my class and don’t know my final grade. Should I still list the class, and what grade should I put?
A. Yes, you should still list the course. In the “grade” dropdown menu, there is an option for “in-progress”. This will let your advisor know that you still are completing the course.

Important note: Completing this section on the inventory allows an advisor to see that you have or will have incoming credit, but it is not an official record and does not transfer the credit. Please request to have final, official transcripts sent by mail to the Office of Admissions at 1410 Q Street Lincoln, NE 68588-0417 or, if your high school or current institution uses a secure electronic delivery service such as National Student Clearinghouse, your transcript may be submitted digitally.
Course Planning

Completing the Course Planning page allows an advisor to see courses that interest you and allows you to starting thinking about courses you might want to take. You are not enrolling in courses in this section, and you are not guaranteed to be enrolled in the courses you indicate. You are indicating courses of interest so that your advisor is familiar with courses that might be suitable for you. You will discuss ACE courses with an advisor during your virtual advising appointment. Ultimately, the courses you are enrolled in will depend on course availability, degree requirements, scheduling considerations, and other factors, but your advisor will do their best to identify courses that align with your interests.

Frequently Asked Questions:

What are ACE classes?
A. ACE classes are general education courses that every student takes no matter what their major is. Taking ACE courses allows students to receive a broad, well-rounded education with exposure to multiple disciplines.

How do I know which courses to select on the course planning page?
A. You should select courses that sound interesting. There are no wrong or right choices when indicating courses on this page. During your virtual advising appointment, you will discuss the courses you indicated on your inventory.

I don’t know what any of these courses are. Where can I find course descriptions?
A. There is a link on the course planning page that takes you to the Undergraduate Course Catalog. You will be able to search by course name to find descriptions.

I have transfer credit that I think fulfills an ACE requirement. Do I still have to select two classes per ACE on the inventory?
A. Yes, it is a system requirement that students must complete the inventory entirely in order to proceed. Your advisor will be aware of your incoming credit based on the Transfer Credit section of the inventory or from transcripts you have submitted to UNL.

How can I see if a course I took fulfills an ACE requirement?
A. You can visit the Course Equivalency List to view courses that have been evaluated from other institutions. An advisor will also visit with you about incoming credit during your virtual advising appointment.
Self Assessment

Completing the Self Assessment page allows an advisor to get a glimpse into your anticipated involvements on campus, study habits, career interests, major interests, and more! Completing this section of the inventory allows them to prepare for your virtual advising meeting.

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Help Us Get to Know You Better

WE ARE INTERESTED IN LEARNING MORE ABOUT YOUR EDUCATION EXPERIENCES

First-Semester Planning

I plan to live
- in a Residence Hall
- in a Greek house
- Off campus

My first term, I plan to work on campus this many hours:
- 1-5

Frequently Asked Questions:

I didn’t take math my junior/senior year. What should I put for the math class question for my last two years of high school?  
A.  In the dropdown menu, there will be an option to select “other,” and a text box will appear. You should enter “no math” in the textbox. You must enter content in the textbox in order to submit the inventory.

I want to double major or add a minor. How can I list this in the inventory?  
A.  In the majors of interest, you should list any double majors or minors that you are interesting in declaring. You can discuss majors or minors of interest during your virtual advising appointment.
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Still have questions?
Please contact NSE via email at nse@unl.edu or 402-472-4646. You can also find us on Instagram @unl_nse.