

Advising Syllabus

COUNSELING PHILOSOPHY:

Advising is a collaborative effort between student and counselor. At the center is a shared responsibility for a coherent educational plan that incorporates academic, career, and personal goals. Counselors will look at students holistically to facilitate access to services and resources and to encourage student engagement in the life of the campus.

STUDENT RESPONSIBILITIES:

- Be involved in the counseling process by being prepared to discuss your goals and educational plans during meetings
- Review your degree audit each semester and track your progress toward completing your graduation requirements
- Take primary responsibility for your educational plans and achievements
- Be open and willing to consider recommendations from counselors, faculty, and other mentors
- Understand college programs, policies, procedures, and opportunities as appropriate
- Schedule and attend appointments with your counselor regularly
- Be courteous and call to cancel or reschedule your appointment if necessary

COUNSELOR RESPONSIBILITIES:

- Assist you in gaining decision making skills and in assuming responsibility for your educational plans and achievements
- Understand and effectively communicate your degree requirements and academic policies and procedures
- Encourage, support, and advocate for you as you gain the skills and knowledge necessary for success
- Educate and refer you to educational, institutional, and community resources and services
- Provide an environment in which you can share your aspirations, concerns, and interests

OBJECTIVES & EXPECTED STUDENT OUTCOMES

Below are broad issues students typically face during college. Keep in mind that not every student follows the same timeline. Discuss your specific timeline, and ways you can achieve these outcomes, with your academic and career counselor.

First Year

- Explore your academic and career interests
- Assess your skills and strengths
- Become familiar with university rules and requirements
- Learn about majors, minors, and other academic programs available
- Use multiple resources to maximize your experience: advisors, student orgs, study groups, volunteering, electives

Second Year

- Complete your competency exams and declare a major, if you haven't done so already
- Explore connections between your interests and strengths and potential careers
- Arrange for experiences that will help you clarify your goals and interests, including cooperative education, meeting with faculty and staff, shadowing a professional in a field of interest to you, studying abroad, or volunteering

Third Year

- Research multiple career options to find best fit
- Identify education and/or additional skills you will need to attain employment or training in your field
- Be able to articulate what you are studying and why
- Meet with your counselor for your Senior Review

Fourth Year

- Be able to market your skills and education to employers
- Network with at least three people who work in a field of interest to you
- Research employment or graduate school options and start applying
- Make sure you have met all degree requirements and file your Degree Application Form

**DIVISION FOR STUDENT SUCCESS
ACADEMIC & CAREER COUNSELING**

C.W. POST CAMPUS

