



### **Tips for a successful academic advising appointment**

Write down your questions and concerns and bring that list with you to your appointment. Allow room on that sheet for you to write in the answers.

Keep a folder with all your "official" papers in it and bring it to advising appointments. Your folder should include material of importance to you and:

- Your current academic progress report, available on your myWeb.
- A copy of important dates (e.g., last day to drop a class without a grade, first date of registration for the upcoming semester).
- Any worksheets or checklists you and your advisor have been working on. It's helpful to always have on these sheets a space for the date on which they were most recently updated.

Look at the course schedule before meeting with your advisor. Pick out a few classes that you are interested in that will fill your degree requirements.

Come in with a smile and good attitude!

### **Personal issues to consider when selecting classes**

- ✓ Consider your outside obligations (work, practice schedules). Don't try to do too much.
- ✓ Think about what kind of learning environment is best for you (do you prefer in person classes, on-line)?

- ✓ What time of the day are you at your best? Can you avoid the times when you are less attentive?
- ✓ Visualize your day: do you prefer time in between classes or do you like having back-to-back classes?
- ✓ Be flexible: you may have to take an 8 o'clock course even if that's not your preference.
- ✓ Note that some classes are only offered at certain times. Prioritize these classes first. In other words, build the rest of your schedule around these classes.
- ✓ Talk to friends about instructors, course formats. They are good sources for this kind of information. Do remember, however, that your friends won't always like or dislike the style that works for you. Use their opinions while making your own decisions.
- ✓ Consider more than the title of a course. Read the description and be especially careful to note the prerequisites.
- ✓ Balance your course load (i.e. don't take all of your science credits in one semester if you are not a science major).