

# First Year Advisement Syllabus

## What is academic advisement?

What is academic advising? It is not course registration alone, rather it is a time for students and advisors to connect to discuss academic progress, concerns, successes, career goals and plans, and finally pick classes for the upcoming term. The advisement relationship is a two way street where students and advisors develop a relationship that follows the student through their four years at St. Norbert College. This is a developmental process where a student will have the ability to learn and grow inside and outside of the classroom.

## Preparing for your advisement appointment

You will want to come prepared for your advisement appointment. This should be considered your homework – and when you don't do your homework, you generally are not successful. But what do you prepare?

1. Make an appointment with your advisor – and keep it. Be on time and be prepared.
2. Bring your questions about your current major path.
  - a. If you are an exploring student, you should be prepared to talk about your interests, classes you enjoy, what you are considering majoring in or what you would like to do after SNC. If you have not already, be sure also to set up an appointment with the office of career and professional development to do some major exploration and attend Major Fest!
  - b. If you know your major, be prepared to talk about what you want to do with your degree after you graduate. Are you considering graduate school? Thinking about internships down the line?
3. Be prepared to talk about your academic successes and struggles this semester.
  - a. Be prepared to go over your progress in your classes. Are you considering changing your major path? Are things going really well? Do you need help finding academic support?
4. Be prepared to talk about life outside the classroom.
  - a. How is your living situation?
  - b. What are you getting involved with on campus?
  - c. How are things going socially?
5. Have you thought about what you are going to take next semester?
  - a. Have you reviewed the core curriculum and what classes may overlap with your major?
  - b. If you are exploring major options, what classes are you drawn to?
  - c. Begin completing your Student Educational Planner in Degree Works. This will help you outline your next few years at SNC and help keep you on track for graduation.

Some questions you may want to ask your advisor are:

- What is the core curriculum? How can I meet those requirements?
- How will an internship help me in my major?
- I am exploring majors, what resources are available on campus to help me determine what direction I want to go?

- What are your expectations for advisement? How should I prepare?
- What resources are available for tutoring? Additional help in writing or math?
- What should I be doing as an undecided student?
- Why do you think I should take this class?
- Can you help me develop a four year plan?
- What are the degree requirements I need to meet?
- How would changing my major, adding a major or minor, change my graduation date?
- I have some AP and/or transfer credit. Where would I see that?
- What is a student petition or substitution/exception form for? What is the process for submitting one?
- How do I search for classes?
- How do I register for classes?
- What is the add/drop period?
- What does a course withdrawal mean?
- What is the difference between a minor and a certificate?

## Student Responsibilities

It is your responsibility to come to the appointment on time, when scheduled and prepared. Bring your questions, a list of classes you are considering taking and be mindful of the time you have with your advisor. Be open and honest to allow for the best exchange of information.

## Advisor Responsibilities

Your advisor will also be prepared for the appointment. They will be able to give you guidance on core curriculum, ideas on major coursework, and may suggest that you seek out other resources or offices on campus. Your advisor will also be open and honest and share their experience with you.

## What to Expect

Your advisor is here to help answer questions you have related to your education and professional goals. This is more than registering for classes, rather it is a time for you to discuss questions, concerns, goals and your educational plan for graduation. Your advisor will not just develop a course schedule for you, rather this is a time to talk about what you want to do within your major and while you are at SNC.