

ACADEMIC ADVISING SYLLABUS

31-45 Credit Hours

ACADEMIC ADVISING AT WHARTON COUNTY JUNIOR COLLEGE

The Office of Academic Advising is here to help you select your academic major or pathway, register for courses, and explore careers. Your advisor will help you set academic and career goals, identify campus resources and services that will support your studies, and understand policies, procedures and expectations important to your college experience. Our goal is to help you **CHOOSE** your path, **CONNECT** you with the resources you need to succeed, and support you as you **COMPLETE** your degree.

YOUR ADVISOR WILL:

- Explain your academic major or pathway and the coursework required for degree completion.
- Help you choose and register for courses.
- Provide you with specific career information or transfer plans.
- Help you to develop skills to aid in your success on campus, such as study skills, time management, and test taking strategies.
- Provide you with an overview of campus resources and connect you with those resources when necessary.
- Provide you with a professional, courteous and understanding academic advising experience.

Are you "Career" Ready?
Meet with an Academic Advisor for resume writing assistance, job search strategies, practice interviews, employment resources, and networking opportunities.

STUDENT RESPONSIBILITIES:

- Recognize your strengths, values and interests and develop manageable goals consistent with these.
- Recognize that taking personal responsibility is integral to student success.
- Schedule an appointment with an advisor prior to the start of registration and come prepared with your questions.
- Regularly check your WCJC email for news and updates from your advisor and the campus community.
- Conduct yourself in a courteous and professional manner.

When should you make an appointment with an advisor?

- To discuss courses to take next semester in order to stay on track toward your degree.
- When your cumulative GPA is in danger of falling below a 2.0.
- If you are thinking about changing your major, pathway or program of study.
- If you are struggling academically and need to talk to someone.
- If you are thinking about dropping a course and want to discuss how the drop will affect your academic plan.

31-45 HOURS CHECKLIST:

- Review your Degree Evaluation for your academic major or pathway in Online Services to check progress towards your degree. Meet with an advisor if you have questions.
- If planning to transfer, select your transfer institution. Schedule a campus visit and time to meet with a transfer advisor. Review transfer application and deadlines. Seek scholarships and financial aid, if appropriate.
- If planning to transfer, understand how your WCJC coursework will transfer. Understand your academic standing and how it can affect transfer and degree plans.
- Continue to connect with Campus Resources and explore opportunities for growth: campus organizations, student life activities, internships, workshops, etc.
- Continue to build your resume – join a club, volunteer, get a job, take on a leadership role on campus or in the community.
- Consider faculty or college personnel that might write you a letter of recommendation. Approach them for a letter of reference if needed.
- Consider employment opportunities that might relate to your areas of interest. Attend career development workshops and participate in a practice interview.

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