

ACADEMIC ADVISING SYLLABUS

46-60 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.

Degree Completion

Before registering for your courses, be sure you are still on track to graduate on time. Check your Degree Evaluation via Online Services. Meet with an advisor prior to registration, if you have concerns about your pathway.

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?

- 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.
- If you are needing job search assistance.

46-60 HOURS CHECKLIST:

- Plan your next step – employment or transfer to a university.
- View job opportunities in Career Coach.
- Apply for jobs and/or to your intended transfer university.
- 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.
- Complete graduation application.
- Be sure all payments and outstanding debts to the College are taken care of.
- Review your Online Services hold screen to ensure you do not have any holds that would prevent you from graduating on time.
- Continue to build your resume and review and update your resume to include most recent activities, honors and leadership.
- Request letters of reference or recommendation from faculty or staff, if needed.
- Attend graduation. Celebrate your achievements!!

CHOOSE • CONNECT • COMPLETE