California State University, Stanislaus
Advising Resource Center
Undeclared Advisee Expectations

Students share responsibility in a successful university experience and are expected to contribute to effective advising by:

**Arriving on time and being prepared for the academic advising session.**
- Be prepared with accurate information and relevant materials (University Catalog, Evaluation of Transfer Credit, GE Planner, potential major and minor department roadmaps and/or advising guides).
- Prepare for advising session by reviewing the online schedule of classes and choosing appropriate courses to meet your GE and/or major requirements.
- Put together your plan for the upcoming semester, and consider possible conflicts you may have: work schedule, home responsibilities, transportation, finances, etc.

**Developing an individual education plan that includes both short and long-term goals.**
- Acquire information needed to assume final responsibility for academic planning.
- Make a list of all of the course requirements you have completed, the courses you are currently enrolled in, and the courses you need to complete in order to earn your degree.

**Visiting the Career Center regularly and exploring your academic major and career options.**
- Seek the academic and career information needed to meet educational goals.
- Meet with faculty to discuss potential majors or minors.
- Think about the connection between your major and your career.
- Consider a minor if a secondary body of knowledge will enhance your career.
- Spend some time thinking about your short-term goals. What types of skills and knowledge are you trying to obtain? Where do you want these to take you when you earn your degree?

**Investigating all university programs and becoming responsible for learning.**
- Become knowledgeable about relevant policies, rules and procedures.
- Explore the university and become familiar with all of the many support programs and services available to you: Tutoring Center, Student Support Services, Faculty Mentor Program, Career Center, Counseling Services, etc.

**Communicating regularly with your advisor and following through on recommendations.**
- Consult with the advisor at least once each semester, and more often if you come up with additional questions or concerns.

**Educating yourself regarding academic policies and procedures outlined in your catalog.**
- Review the academic information in your University Catalog including your major and/or minor requirements, GPA calculation, grading options, and much more.
- Obtain “A Guide to Academic Advising” from the Advising Resource Center for information on unit requirements, General Education, catalog rights and other important facts.