

Explore, Experience, Achieve

As a result of academic advising, students will be able to navigate resources of the university to maximize their opportunities for academic and career related development. You will be able to:

Foundational Knowledge & Skills:

1. Describe how your major is a good fit with your personal career values, interests, and strengths.
2. Locate and access information regarding [academic deadlines](#).
3. Locate and utilize student support services (ie [tutoring services](#)).

Planning & Preparation:

1. Follow steps to recover if in [academic difficulty](#)/struggle.
2. Identify personal goals relevant to your educational experience.
3. Interpret [all university](#) and major requirements for your degree.

Exploration & Experience:

1. Engage in [career exploration](#).
2. Identify your individual campus resources and partners (faculty advisor, faculty/staff in major department, career advisor, [Major-based Peer Mentor](#), etc.).
3. Develop an updated [four year academic plan](#).
4. Integrate academically and socially and feel connected to HSU.

Student Expectations:

- Attend all advising appointments.
- Gather all relevant decision-making information.
- Clarify personal values and goals.
- Become knowledgeable about college programs, policies, and procedures.
- Be an active learner by participating fully in the advising experience.
- Ask questions if you do not understand an issue or have a concern.
- Accept responsibility for decisions.

Advisor Expectations:

- Demonstrate a genuine interest.
- Communicate university policies and procedures.
- Help students define and develop realistic goals.
- Match student needs with available resources; make appropriate referrals.
- Assist students with planning programs consistent with their abilities and interests.
- Discuss linkage between academic preparation and careers.

Academic and Career Advising Center Statement of Purpose

Our purpose is to honor students' identities and lived experience as we guide them to:

- **EXPLORE** and choose academic majors and career options
 - Obtain and reflect upon academic and career-related **EXPERIENCE**
- Develop, pursue, and **ACHIEVE** meaningful educational plans in pursuit of life goals

AUGUST

Academic To-Do:

- Review your major departments suggested [MAP](#) to make sure you're on track.
- Connect with student support services, including the [Learning Center](#), [Library](#), and [Cultural Centers for Academic Excellence](#) to help you succeed in your sophomore year.
- Plan a meeting with a [Major-based Peer Mentor](#) in your major department.

Think About:

- What are your resources to seek support and build community?
- What are your academic goals for this semester? How do you hope to build positive academic habits to help you achieve your goals this semester?

Career To-Do:

- Attend the Part-Time Job Fair.
- Attend the Volunteer Fair to learn about opportunities to build experience and expertise in fields that interest you.
- Check out [service learning](#) course offerings, opportunities with the [Y.E.S. House](#), [CCAT](#), or other local organizations for volunteer opportunities to help build your professional resume.

Advisor Expectations:

- Keep up with your HSU email so you hear about important news about opportunities, events, deadlines, and other topics of interest.

SEPTEMBER

Academic To-Do:

- Make an appointment with your advisor to discuss how you feel about your major, identify academic goals, and to plan for spring semester.
- If struggling in classes, connect with your instructor(s) and advisor right away.
- Prepare to complete the [Financial Aid](#) Application beginning in October.

Think About:

- Is there a minor you are interested in? Familiarize yourself with the required classes by talking with an advisor or faculty member in that department.
- If you live off campus: how are your new daily routines working out? Are you getting to class on time? Do you have access to enough healthy food?

Career To-Do:

- Check out [campus organizations, clubs and activities](#) that are related to your career interests.
- Attend [career-related Skillshops](#) to build your resume and cover letter writing skills.

Advisor Expectations:

- Prepare for a conversation with your advisor about your [academic goals](#) and how you are building the experiences and skills you need for the [career goals](#) you are pursuing.
- Share how your HSU experience is going for you and what resources or support you might need.

OCTOBER

Academic To-Do:

- Update your [DARS Degree Planner](#) to include major, GE, and elective courses that reflect your interests and goals for the major.
- Visit office hours to meet with your instructors to build relationships and discuss how class is going.
- Use the 'what-if' grade tool in Canvas to predict grades in your courses.
- Complete the [Financial Aid](#) Application (opens October 1st).

Think About:

- Researching summer internship opportunities.
- Becoming familiar with all the requirements of your major: Have you planned necessary prerequisites? Are there language requirements? Study abroad requirements? Research requirements?

Career To-Do:

- Look for Skillshops to support your personal well-being and growth.
- Attend Internship Week Skillshops.
- Sophomore year is a great time to dive into your career exploration and preparation.
- Apply for internships or other [career experiences](#).

Advisor Expectations:

- Schedule an appointment to plan for registration for spring classes.
- Update your DARS prior to your advising appointment.
- Discuss how classes are going this semester. Is there any additional support you may need? Are you enjoying your classes/majors? Are there any additional experiences you want to participate in to enhance your educational experience?

NOVEMBER

Academic To-Do:

- Meet with your advisor to discuss spring semester classes and release your hold, if you have not already done so.
- Be ready to register at your appointed date and time.
- Use [Learning Center](#) tools to prepare for finals.

Think About:

- Are your current grades aligned with your academic goals for this semester? If not, discuss with your advisor and/or utilize campus resources like the Learning Center.
- Preparing to transition to your faculty advisor: look at major department websites to see which faculty share your interests - go talk to them.
- Seek opportunities for career exploration this summer like internships, volunteer positions, or job shadowing.

Career To-Do:

- Complete a career-related activity like a Possible Lives Map or Career Values [At Your Own Pace Skillshop](#).

Advisor Expectations:

- Register at your appointed date and time.
- Reach out if unexpected registration hurdles or any academic or professional changes arise.

DECEMBER

Academic To-Do:

- Reflect on your academic performance and interest level in your major classes.
- Consider whether your major feels like a good fit for you. If not, talk to your advisor about exploring other [majors](#).

Think About:

- Arranging some informational [interviews](#) with employers within your field of interest - talk to a career advisor to learn how to network.

Career To-Do:

- Join a professional association related to your career interest.
- Think about [graduate school](#): What do you want or need to reach your career goals? What requirements are there to apply?

Advisor Expectations:

- Finish the semester strong, and then celebrate your accomplishment.
- Contact your advisor if your plans change for the spring semester.
- Have a wonderful break!

JANUARY

Academic To-Do:

- Check your grades in Student Center.
- Connect with your advisor to make any necessary changes to your schedule.
- Reflect on your academic performance last semester and set goals for the spring semester.
- Start thinking about the coming fall: How can I aim to become a pro-active, engaged, and self-directed upper division student?

Think About:

- Refine internship applications with a career advisor.
- If your major requires a research project: What topic(s) interest you? Who could you talk to about your desired research topic?

Career To-Do:

- Meet with a [career advisor](#) to talk about graduate school possibilities and requirements.
- Start researching summer internships, seasonal jobs openings or other [career related experiences](#). Many application periods will open in January.
- Look for [Research Experiences for Undergraduates](#) (REU's) paid summer research opportunities sponsored by the National Science Foundation.

Advisor Expectations:

- Check your class schedule to see if any changes need to be made, and schedule an appointment with your advisor if necessary.

FEBRUARY

Academic To-Do:

- Check the Calendar of Activities & Deadlines for when the Add/Drop deadline occurs this semester.
- Meet with a Major-based Peer Mentor in your major department to talk about preparing to be an upper division student.

Think About:

- How are the things you are learning and doing in your classes relatable to what you will do as a professional? What skills are you developing to enhance your employability?

Career To-Do:

- Reflect on your support system and how it's evolved in your time at HSU.
- Consider how you're involved in the campus community and explore taking on a leadership role in the activities you are involved in.
- Attend the Career & Volunteer Expo!
- Start applying for summer job and internship opportunities.

Advisor Expectations:

- Update your DARS at the start of the semester to begin preparing for registration.

MARCH

Academic To-Do:

- Check the Calendar of [Activities & Deadlines](#) for the credit/no credit deadline.
- If transitioning to a faculty advisor, make an appointment with your new faculty advisor to plan for registration.

Think about:

- Your summer plans; will you be working? Interning? Volunteering? Job shadowing? Taking classes?
- What courses would you consider taking to fulfill major elective requirements on your DARS?

Career To-Do:

- Meet with a career advisor to begin exploring plans for after graduation.
- Working this summer? Find volunteer opportunities related to your major to gain experience.

Advisor Expectations:

- Reflect on your last two years and all you have accomplished, and think about all the opportunities still to come as you transition to your faculty advisor.

APRIL

Academic To-Do:

- Meet with your new faculty advisor (if you've recently transitioned).
- Update your DARS Degree Planner with your path to graduation.
- Register for fall (and summer) classes.

Think About:

- How are you envisioning your fall semester? How will your course load feel? How many units are you hoping to take?

Career To-Do:

- If you've transitioned to a faculty advisor, ask them about their career path. How did they decide to become a professor? What career-related experiences do they suggest for your major?

Advisor Expectations:

- Put together a schedule and register promptly for your fall (and summer) classes.

MAY and BEYOND

Academic To-Do:

- If taking summer classes at another campus, don't forget to [send official transcripts](#) to HSU's Office of the Registrar after your class is complete and grades are posted.
- Finalize summer plans: register for summer classes, apply for summer jobs or internships, and reach out to places where you'd like to shadow or volunteer.

Think About:

- How have you grown this year; what did you learn about yourself and your goals for the future?
- Your timeline to graduation; you will need to [apply for graduation](#) after earning 90 units.

Career To-Do

- Visit the [Academic and Career Advising Center](#) Drop-in Hours to polish your resume for future job or internship opportunities.

Advisor Expectations:

- Keep track of your grades; know how to look them up in the Student Center; update your schedule for the fall if needed.