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 (e.g. 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.
MARCH

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:
• 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.