

Advising Preparation Checklist

Help us help you: Academic advising is a shared responsibility. You can do your part by being prepared to meet with an advisor or counselor. Start by completing the following checklist before your advising appointment.



Your advisor is going to ask you about how things are going with your classes, friends, etc. Begin thinking about your answer.



Look up your major in P.S...Web (<https://psweb.pstcc.edu/ahomepg.htm>) and confirm that it is correct. If it is not, complete a change of major form in the Admissions/Records Office.



Look up any specific courses you want to register for in the course descriptions section of the college catalog (http://pstcc15.pstcc.edu/community_relations/catalog/). Note any prerequisites you need and any questions you want to discuss with an advisor.



Use P.S...Web or the Schedule of Classes to begin to look up the specific times courses you selected are being offered. Write down the courses and call numbers.



Think about your time commitments and responsibilities outside of school before determining how many courses to take. You should set aside two hours of study time for every hour in class. School is a full-time job. You'll need to treat it like one if you want to be successful.

*Adapted from: Academic Advising Atlas
Monroe Community College*

<http://www.monroecc.edu/depts/counsel/AAA/homepage.htm>