



Academic Affairs

FACILITATING GRADUATION THROUGH QUALITY ADVISING AND SERVICES

Presented By:

Academic Advising

Dual Advising Model

At CSUCI a dual advising model with a Centralized Advising Center is characterized by a shared responsibility for advising each student. Professional advisors in the Advising Center provide general advising for students from orientation through graduation. Faculty advisors provide advising which is directly related to the student's discipline or choice of major.

Program Faculty Advisors...Provide a Mentoring Relationship and Advise Major

- Assist with Major Course Selections and Degree Planning
- Provide Assistance with Internship Opportunities
- Mentor students by Exploring Career and Graduate School Options

Professional Advisors...Provide Advisement for General Education and Graduation Requirements

- Clarification of General Education and Graduation Requirements
- Semester Scheduling
- Declaring and Changing Majors
- Mandatory Advisement for Probationary Students



Centralized Advising Center Serves as Hub for Campus Advising

CSUCI has placed a unique and strong emphasis on a Centralized Advising Center. The Center serves as the hub for undergraduate advising. In addition to general education advising, professional advisors have the added responsibility of providing continuous monitoring of individual progress throughout the entire academic journey of each student.

Professional advisors perform a preliminary graduation evaluation for all undergraduate students two semesters before the student's projected graduation date.

Clear and Concise Advising Materials Provide the Roadmaps for Students

For campus wide-consistency, professional advisors create all major, general education and graduation requirement forms for the campus community.

Advising provides CSUCI students with meaningful advising materials such as:

- Consistent major forms across the disciplines developed each year with faculty consultation
- Key Steps to Graduation
- Four Year Roadmaps
- First Year Course Suggestions
- Comprehensive Degree Planning
- Degree Progress Worksheets
- Advisor Recommendation for scheduling (signed by advisor and student)



Pro-Active Approach to Advising

A pro-active approach to advising has been maintained by the staff in the Advising Center. One of the most powerful positive influences on students' persistence in college is individual attention. Advising actively encourages students to visit the center often for individualized advising. To increase the likelihood that students will stay in contact with advisors several publications and services have been created such as:

- Advising Center brochure-students ask for services by name
- Mid-Semester Reminder Postcard (Degree planning during less hectic times of the semester)
- Graduation Postcard-Sent to all students with 80 or more units completed.
- Mandatory Grad Pak Appointment-completed two terms before anticipated degree
- Mandatory advisement for probationary students
- Web and blackboard announcements



- Dual Advising Model-Faculty and Advisors share the responsibility for advising
- A Centralized Advising Center serves as the hub for campus advising
- Clear and concise advising materials pave the way for student roadmaps
- A Pro-active approach to advising is maintained
- Students are encouraged to seek out advising as often as needed