

# ACADEMIC ADVISING FOR UNDERGRADUATE STUDENTS

## Advising Services

Meeting regularly with advisors enables students to stay on track for graduation. All students are expected to make use of available advising services in the Undergraduate Advising Center, the Educational Opportunity and Pathway Programs (for students in EOPP), the academic departments, and the additional support programs.

The primary goals of advising are:

- to facilitate intellectual and personal development,
- to enhance academic performance, and
- to ensure progress toward graduation.

A variety of advising services are offered by professional staff advisors that include:

- course selection and degree planning for general education, major, and minor
- academic success strategies
- major and minor exploration
- referrals to faculty advising and student support services
- policy clarification and support with filing appeals

## Advising for New Freshmen and Transfer Students

At New Student Orientation incoming students get assistance from professional academic advisors so that they may register for their first semester's coursework. Orientations are scheduled during the summer and winter prior to each fall and spring semester. See New Student and Family Programs (<https://newstudentprograms.sfsu.edu/>) website for more information.

## Advising for First and Second-Year Students

When students enter SF State as a first-time freshmen, they are assigned to an academic counselor/advisor in the Undergraduate Advising Center (UAC) (<https://advising.sfsu.edu/>) or in the Educational Opportunity and Pathway Programs (EOPP) (<https://eop.sfsu.edu/advising/>). This person supports them for their first two years and advises them regarding course selection and degree planning for all areas of the degree. Students should check their SF State email regularly for messages from their academic counselor/advisor. They can also go to the UAC or EOPP websites for more information (see links above).

## Advising for Students in Their Third Year Through Graduation

Transfer students and students in their third year through graduation are advised by a team of academic counselors/advisors located in the Undergraduate Advising Center (<https://advising.sfsu.edu/>). Additionally, students who are in the Educational Opportunity and Pathway Programs (EOPP) (<https://eop.sfsu.edu/advising/>) are assigned to an academic advisor in EOPP. Students are encouraged to check their SF State email regularly for important messages sent from advising and to contact the UAC or EOPP for assistance.

## Undeclared Majors

Undeclared students are assigned to an academic counselor in the Undergraduate Advising Center (<https://advising.sfsu.edu/>) or in the Educational Opportunity and Pathway Programs (<https://eop.sfsu.edu/>) who helps them choose a program of study that is best suited to their values, interests and goals. Undeclared students are encouraged to meet with their academic counselor regularly in order to explore major options and affirm their program of study by the end of their second year.

## Readmit Students

Readmit students are those who are returning to SF State after being gone for two or more semesters. As a first step to returning, it is a good idea to make an appointment with an advisor. See the Returning Students website (<https://registrar.sfsu.edu/reenroll/next-steps/>) for more information.

## Academic Advising Locations

### Undergraduate Advising Center

The Undergraduate Advising Center (<http://advising.sfsu.edu/>) (UAC) is the primary advising location for all undergraduate students seeking academic advising. The center offers a wide range of services that includes degree planning and course selection for all areas of the degree. The UAC supports students both virtually and in person through advising appointments and drop-in advising. See the UAC (<https://advising.sfsu.edu/>) website for more information.

### Educational Opportunity and Pathway Programs

The Educational Opportunity and Pathways Programs (EOPP) supports historically underserved students by facilitating their matriculation to SF State and by providing a support system for their success. EOPP students are assigned to an academic advisor and receive ongoing, regular advising services. EOPP students are encouraged to meet with their advisor twice per semester. See the EOPP (<https://eop.sfsu.edu/advising/>) website for more information.

### Academic Departments/Faculty Advising

Faculty advisors provide valuable information and mentorship regarding internships, research, and professional/career opportunities. Faculty also offer advising for more complex questions related to majors, minors, and certificates. Students should contact their major department (<https://www.sfsu.edu/atoz/>) for more information about how to meet with a faculty advisor. Professional staff advisors in the Undergraduate Advising Center and the Educational Opportunity and Pathway Programs can also assist students with referrals to faculty advisors.

### Additional Support Programs

SF State offers other advising services and support programs to assist students. Click the links below for more information:

- Gator Smart Start (<https://gatorsmartstart.sfsu.edu/>) – support for students taking English composition and quantitative reasoning (math) courses
- Disability Programs and Resource Center (DPRC) (<http://access.sfsu.edu/>)
- Gator Academic Resource Center (<http://www.sfstategators.com/sports/2008/8/31/academics.aspx>) – advising for student-athletes
- Metro College Success Program (METRO) (<http://metro.sfsu.edu/>)

- Student Outreach and Academic Retention (SOAR) (<https://chss.sfsu.edu/soar/>)
- Office of International Programs (OIP) (<http://oip.sfsu.edu/>)

## **Academic Advising for Graduate Students**

Advising for graduate students is available from faculty members in each department. Contact the department (<https://www.sfsu.edu/atoz/>) for a referral to an advisor. In addition, the Division of Graduate Studies (<http://grad.sfsu.edu/>) provides general advising for prospective and continuing students about all graduate program policies and procedures.