

The Deciding Advantage: First-Year Deciding Syllabus

Advisor Name
Email:
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Office of Academic Advising
Gilchrist Hall 102
www.uni.edu/advising

The purpose of Academic Advising

Advising is a personalized educational experience, empowering you to explore, articulate, and achieve your academic, career, and life goals.

Academic Advising Objectives

By working with your academic advisor during your first year at UNI, you will:

1. Discover your strengths, skills, and abilities.
2. Based on your strengths, understand where you are heading in life, school, career and why. (your purpose)
3. Combine your strengths and purpose to create an action plan to guide you through to graduation.

Advising Themes for Your First Year

1. Discover: Identify your strengths, skills and abilities
2. Dream: Develop an attitude of possibility
3. Design: Create an action plan

Making It Happen: What you need to do

1. Transitions
 - Attend your advisor's Meet & Greet during UNI NOW
 - Make a time management plan (168 hours/week)
 - 24-30 study hours/week needed
 - 8-15 hours on/off campus employment
 - Evaluate your personal study habits; identify and practice effective study skills
 - Identify and use academic resources to establish study habits with the goal of achieving 3.0 G.P.A. or above this year.
2. Connections
 - Make an appointment to meet individually with your advisor
 - Introduce yourself to your professor, don't be afraid to ask a question
 - Participate in activities (residence hall, student organization, intramurals, Volunteer UNI, the UNI Traditions Challenge, etc.)
 - Explore the Cedar Valley community (Main Street, Hartman Reserve, George Wyth Park, Waterloo Black Hawks hockey, etc.)
3. Resources
 - MapWorks: Complete early for a chance to win \$1000 tuition scholarship
 - Career Cruising Workshop: Identify your interests and career possibilities
 - Majors in Minutes: A fun speed-dating approach to learning about majors
 - Learn how to use your advisement report for academic planning and course registration.
 - Use the UNI Online Catalog and departmental websites to explore majors and four-year plans of study.
 - Career Services- Attend Career Fair in September and Internship Fair in February.

Graduation Goal: 3-2-2

UNI research has shown students who achieve a 3.0 G.P.A., two leadership experiences, and two pre-professional experiences are the most competitive for employment. See Career Services in 102 Gilchrist Hall.

Important Advising Dates/Events

Fall 2016	
8/18	UNI NOW: Meet & Greet
9/19 – 10/7	Complete MAP-Works Survey! <i>\$1000 Scholarship/ Ten \$50 gift cards</i>
9/21– 11/11	Advisor Appointments: Call 273-3406 to schedule
9/19	Career Fair <i>McLeod Center</i>
10/24	Majors in Minutes <i>7 pm Maucker Union Ballroom</i>
11/11 - 11/16	Registration for Spring 2017 <i>Check My UNiverse for exact time and date</i>
11/2 - 11/11	Preregistration Appointments <i>Note: Walk-in advising only from Nov.9-Nov.18 (8:30-11:30 am and 1:15-4:30 pm)</i>
11/21 - 11/25	Thanksgiving Break
12/12 – 12/16	Finals Week

Spring 2017	
1/9 - 1/13	Walk-In Advising
1/16 -1/20	Appointment with Advisor <i>For students on Academic Alert or Probation</i>
1/23– 2/26	Advisor Appointments as needed
2/15	Career/Internship Fair <i>McLeod Center</i>
2/28	Major Spotlight
3/20 – 4/5	Summer School/Fall Registration
3/20-3/28	Individual Preregistration Appointments <i>if needed</i> <i>Note: Walk-in advising only from March 29 – April 7 (8:30-11:30 am and 1:15-4:30 pm)</i>
3/13 - 3/17	Spring Break
5/1 – 5/5	Finals Week

How to Make an Appointment with Your Advisor:

Phone: 273-3406 A receptionist will help you set up a time that works best for you. Due to double booking of advisor times, we do not set up appointments via email.

Skills/Qualities Employers Want; Ability to:

Work in a Team
 Make Decisions and Problem Solving
 Plan, Organize, and Prioritize Work
 Verbal & Written Communication
 Critical Thinking Skills
 Analytical Qualitative Skills
 Knowledge Related to Job
 Proficiency with Computer Software Programs
 Create Written Reports

Resources to Help You

[Academic Learning Center](#): tutoring, writing assistance
[New Student Handbook](#)
[Office of Academic Advising](#)
[MyUNiverse Student Center Tour](#)
[Catalog](#)
[Rod Library Assignment Calculator](#)
[Rod Library Research Help](#)
[Undergraduate Guide to Rod Library](#)

Please address any special needs or special accommodations with me at the beginning of the semester or as soon as you become aware of your needs. Those seeking accommodations based on disabilities should obtain a Student Academic Accommodation Request (SAAR) form from Student Disability Services (SDS) (phone 319-273-2677, for deaf or hard of hearing, use Relay 711). SDS is located on the top floor of the Student Health Center, Room 1