Student Tips and Tricks Advising Guide

Brought to you by Associated Students Board of Directors

The purpose of this document is to ensure students get the most out of their advising appointment and to give students essential advice with respect to advising, academic success, and campus life. This document will also provide a list of beneficial resources students may be interested in.

PREPARE | Before speaking with advisor:

- Have specific questions ready to ask so you aren’t wasting your time or theirs.
- Have a copy of your unofficial transcript printed

WHEN YOU GET THERE | Good questions to ask your advisor:

- Am I on track to graduate on time?
- Have any of the graduation requirements changed since the last time I met with you?
- What are my major’s requirements for graduation?
- When should I apply for graduation?
- What are the steps to apply for graduation?

WHAT YOU NEED TO KNOW | Tips from your own Student Government!

1. Advising Related: When picking classes make sure to prioritize your pre-requisites with respect to other classes (in other words, only use your GE’s as filler classes). Pre-requisites are classes that you are required to have already taken before applying for a higher-level class. For example, you may be “locked out” from registering for certain upper division classes because you have not completed certain prerequisite classes. If you do not prioritize these “pre–reqs” you will have to wait longer before you can take your upper divisions, thus delaying your graduation.

2. Find one advisor and keep going back to the same person. Alternating between different advisors could get confusing.

3. Applying for graduation varies with each college (College of Business is different than College of Applied Sciences). Check with your advisor to see when would be the appropriate time to begin applying for graduation and how to successfully submit your graduation application on time.
4. In some cases you cannot register for upper division courses unless you have at least 60 units. It is recommended you take 15 units a semester for your first 2 years.

5. You are able to change your graduation date up to that last day of registration for your intended graduation term. For example, you apply for graduation in Fall 2016, but you want to graduate in Spring 2017. You then turn in the “Change of Graduation” form sometime in July 2016. You also have to pay a $10 fee for changing your graduation date.

MORE TIPS | Keys to Success

1. Go To Class and Pay Attention! It is much easier to keep up with course material by paying attention in class than by playing catch up and studying on your own!

2. Take the WST sometime in your second year (or early third year). The WST is an English grammar and writing exam that all students must take and pass in order to take most of your SJSU upper division courses to graduate. This includes your English 100w course (area Z). By not taking the WST, you can potentially delay your graduation as the test is a prerequisite to many upper division courses.

3. Find your college’s student success center. Most colleges have them. They usually house all your advising, peer tutoring (specific to your college), and student success resources.

4. Get to know a graduating senior in your specific major or concentration. Interview them or ask them questions on how they were able to graduate. What did they do? Any classes they recommend taking (with specific professors, at a specific time in your college career)? Ask them if they have had a job or internship, their plans after graduation, etc. Or any internship opportunities/programs they know of, have been a part of, or wanted to do but never got the chance. Be the best student you can be! Learn from others who have gone before you! Don’t make the same mistakes!

Maximizing College Experience!

1. Focus on the future but be present in the moment!

2. Get involved: Join Student Organizations, Intramural Sports, Greek Life, Club Teams, or even by joining your student government here at Associated Students!

3. Get out of your comfort zone! Try new things and push yourself to tackle your fears and weaknesses.
Resources:

- Associated Students Website (*All A.S. resources to students can be found here*)
  http://as.sjsu.edu/
- Campus Recreation
  http://as.sjsu.edu/ascr/index.jsp
- Advising Hub
  http://www.sjsu.edu/advising/
- Transportation Solutions
  http://as.sjsu.edu/asts/index.jsp
- SJSU Peer Connections
  http://peerconnections.sjsu.edu/
- For business students
  Jack Holland Student Success (http://www.sjsu.edu/lcobssc/)
- Communication Center
  http://commcenter.sjsu.edu/
- Student Health Center
  http://www.sjsu.edu/studenthealth/
- Engineering Student Success Center
- Counseling and Psychological Services
  http://www.sjsu.edu/counseling/
- SJSU Financial Aid Office
  http://www.sjsu.edu/faso/