

# ACADEMIC ADVISING FOR UNDERGRADUATE STUDENTS

## Academic Departments (Advising for Majors and Minors)

Major and minor advising is offered by faculty members in each department. Some departments assign advisors and others provide lists of advisors and permit students to choose their own advisor. Contact the department for a referral to an advisor.

## Undergraduate Advising Center

The Undergraduate Advising Center (<http://advising.sfsu.edu>) is staffed by professional counselors committed to providing guidance and information to first-year freshman and undeclared undergraduate students so they have a successful college experience. The Undergraduate Advising Center provides the following services:

### Academic Advising and Support

Academic counselors are assigned to all first-year freshman undergraduate students. They provide support and advising to help students successfully navigate their first year and prepare for the rest of their academic career at SF State. Counselors help students understand their course priorities for their major, general education and graduation requirements, and assist them in selecting appropriate courses that fit with their academic goals.

### Undeclared Majors

The Undergraduate Advising Center (<http://advising.sfsu.edu>) is the home base for undeclared students. Undeclared students are assigned counselors who help them make informed decisions about academic goals that are best suited to their interests and needs. Counselors provide appointments, workshops, and online resources to help students toward declaration.

### Orientation

Orientation is a must for all incoming students. Orientations are scheduled during the summer and winter prior to each fall and spring semester. Registration information regarding orientation is sent to all newly admitted students. Counselors in the Undergraduate Advising Center advise and assist freshman students with selecting and registering for classes for their first semester during orientation.

### Readmit Students

Undeclared students who attended SF State in the past (readmit students) may make an appointment in the Undergraduate Advising Center to discuss the possibility and process of readmission. Declared students, including pre-majors, should make an appointment with their college resource center to discuss the possibility and process of readmission.

## College Based Resource Programs

The College Based Resource Centers provide advising and support to students starting in their second year through graduation. These centers focus on General Education and University requirements however some like the Lam Family College of Business Student Success Center do

major advising. It is best to check in with the center about their range of services.

- Lam Family College of Business Student Success Center (<https://cob.sfsu.edu/resources/undergraduate-advising/>)
- College of Ethnic Studies Advising Center (ESAC) (<https://ethnicstudies.sfsu.edu/esac/>)
- College of Liberal & Creative Arts Advising Resource Center (ARC) (<http://advisinglca.sfsu.edu>)
- College of Health & Social Sciences Student Resource Center (SRC) (<http://chss.sfsu.edu/src/>)
- College of Science & Engineering Student Success Center (<https://cose.sfsu.edu/cssc/>)
- Graduate College of Education Advising Community Hub (TEACH) (<https://gcoe.sfsu.edu/education-advising-community-hub-teach/>)

## Advising Services

Faculty and staff throughout the University provide academic advising. The goal of advising is threefold:

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

Meeting regularly with advisors enables students to stay on track and to be successful. All students are expected to make use of available advising services located in the academic departments, the Undergraduate Advising Center (if undeclared) or College Resource Center (if declared), and in special advising and support programs.

## Undergraduate Student Advising

Advising for majors and minors is available from faculty members in each department. It is the student's responsibility to seek out a faculty member to serve as an advisor. Some departments assign advisors and others have students choose from a list. Contact the department for referral to an advisor.

## Graduate Student Advising

Advising for graduate students is available from faculty members in each department. 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. Contact the department for a referral to an advisor.

## Additional Advising and Retention Programs

SF State offers other advising services and support programs to assist students. Click on any of the following programs for more information:

- Gator Smart Start (<https://gatorsmartstart.sfsu.edu/>) – Support for students taking developmental/remedial courses
- Disability Programs and Resource Center (DPRC) (<http://access.sfsu.edu>)
- Educational Opportunity Program (EOP) (<http://www.sfsu.edu/~eop/>)
- 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>)
- Office of International Programs (OIP) (<http://oip.sfsu.edu>)