

Academic Advising Checklist



Before your first advising appointment, please complete orientation and placement testing or transfer credits from prior colleges. Schedule an advising appointment through your student self-service account or call the information desk for assistance at 541-440-4600.

Upon UCC Entry and 1-15 credits

- Meet with the Career Coach if you need assistance choosing a degree path.
- Meet with an Academic Advisor
 - Learn about Degree Works and how to access it.
 - Make sure your degree listed in Degree Works is correct.
 - Schedule classes.
- Check your student email address daily.

16-45 credits

- Meet with Advisor to create a Student Education Plan to map out classes for each term. Update at each meeting.
- Review your progress in Degree Works.

46+ credits

- Meet with Advisor prior to fall term to go over graduation requirements.
- You will be transferred to a faculty advisor for focused guidance on your career and connections to universities.
- Apply for Graduation in winter term.

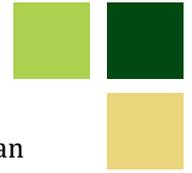
Additional Guidance for Transfer Students

- Meet with our Transfer Advisor to learn how your UCC credits will transfer to your university of choice.
- Attend Oregon Transfer Days to meet with potential universities.
- Attend Transfer workshops to learn tips about transferring to a university.
- Research universities and apply in winter.
- Apply for university and program-specific scholarships.
- Meet with an advisor at your university of choice.

Additional Deadlines

- Apply for FAFSA after October 1 each year.
- Apply for scholarships for each year in January/February. UCC scholarships are also open for a second round around in summer each year.

What to Ask Your Advisor



Advisors are an important resource to utilize at UCC. They can help you with so much more than scheduling classes! They can connect you to resources and opportunities while ensuring you are on track to meet your academic goal. In order to receive the best possible advising, you should have an active role in the process by coming prepared with questions and following up on tasks. Use this guide to help get the most out of your advising appointments.

Tell your Academic Advisor if you:

- Are an athlete
- Are a veteran
- Are the first in your family to go to college
- Have accessibility needs
- Find certain subjects difficult
- Are struggling to pay for classes or books
- Need resources like food, supplies, or childcare
- Want help finding a job

Questions to Ask your Academic Advisor:

How much room do I have to explore?

Every program has their own requirements and timelines. Some courses are offered every term, while others are only offered once a year.

What resources are there for students?

UCC provides access to all kinds of resources and services. Your advisor can connect you to workshops, events, scholarships, grants, or other resources to help ensure your success.

What are the “stumble courses” in my program?

Some classes have a reputation for being difficult, but there are ways you can be prepared! You can plan a lighter term so you can fully dedicate yourself to a difficult course.

Will I be able to complete my program on time?

You can work with your advisor to create a personalized plan that maps out what classes you need each term.

Questions to Ask the Transfer Advisor:

How do I decide what school to transfer to?

The transfer advisor can help you learn how to research universities so that you find one that fits your goals.

How will my credits transfer to my new school?

Each university decides how your credits will transfer and how many credits they will accept. The transfer advisor can help you look up your courses and put you in touch with advisors at your future school.

How do I apply for admissions and scholarships?

The transfer advisor can help you with the admissions application, as well as guide you through scholarship opportunities.