Honors College Advising Mission

Our mission is to empower students to acquire, create, and contribute knowledge by promoting diverse learning experiences, active goal setting and reflection, and involvement in the university and global community.

Student Learning Outcomes

- Identify goals and objectives along with potential obstacles (short-term/long-term ongoing process). These goals encompass academic, professional, and personal goals.
- Achieve understanding of course curriculum, college requirements, university policies, university procedures, and available university resources.
- Act as an empowered self-advocate with the ability to find and utilize resources.
- Hold themselves accountable by taking responsibility for personal choices, actions, and consequences.
- Integrate academic curriculum with global, research, experiential, and co-curricular experiences.
- Identify and clearly communicate the transferrable skills and knowledge learned during college to future endeavors.

Honors College Advising Vision

Academic Advising will continue to be a vital component of the Honors College experience by partnering with departmental advisors to ensure the highest level of degree completion. We will become a national model for honors programs by fostering a collaborative, mentoring process that facilitates student development so that each individual can achieve academic and professional success.

Student Resources

- Honors College: http://honors.usf.edu/
- Career Services: http://www.usf.edu/career-services/
- Undergraduate Research: http://www.ur.usf.edu
- Registrars Office: http://www.registrar.usf.edu/
- Financial Aid: http://usfweb2.usf.edu/finaid/
- Atlas 4-year Plans: http://www.ugs.usf.edu/catalogs/current/
- Office of National Scholarships: http://ons.usf.edu/
- Education Abroad: http://educationabroad.global.usf.edu/
- Center for Student Involvement: http://involvement.usf.edu/orgs.htm
Honors Advisor Responsibilities (What students should expect)

**Availability** – Advisors are available to students, there are many ways to access the advisors within the college:
- Appointments through Escheduler
- Appointments on a walk-in basis
- Email correspondence
- Phone correspondence
- Online announcements
- Honors College events

**Competencies** – Advisors maintain up to date knowledge and have the ability to clearly communicate accurate, timely, and relevant information with students:
- University Policies/Procedures
- University Resources
- Course Curriculums
- Honors events and announcements
- Learning opportunities for learning on campus and within the community

**Resources** – Advisors are equipped with in depth knowledge about campus resources and departments. Advisors are able to distinguish appropriate resources for students based on individual needs and goals. Advisors guide students through these available resources including contact information, expectations of the offices and departments roles, and steps to ensure the student has the most beneficial experience when utilizing the various resources.

**Advocacy** – Advisors build relationships with each student, which allow them to advocate for individual student needs. By understanding each student’s needs, concerns, and struggles advisors seek appropriate support and assistance when necessary.

**Reflection** – Advisors support students by guiding them through self-reflection throughout their undergraduate program. Advisors challenge students to identify strengths and areas for growth based on experiences during their program. Through open ended inquiry students are challenged to connect their experiences and produce meaning to modify goals.

**Preparation** – Advisors are able to help students prepare for their post-graduation goals. From medical school admission to entry level positions in the student’s field, advisors are equipped to assist students in this transition.

Student Responsibilities (What advisors should expect)

**Active Participation** – Students should intentionally make regular appointments with the advisors as needed. Students should come to all appointments on-time and prepared with relevant questions and concerns and any needed materials. During appointments students should be attentive and active participants.

**Self-Advocacy** – Students should feel comfortable, and are invited to voice concerns and personal challenges to advisors (through email, appointments, etc). Students will be clear regarding their academic/professional needs and will work with their advisors to determine goals and actively seek opportunities to reach objectives.

**Knowledge Retention** – Students will become knowledgeable about course curriculum, college requirements, university policies and procedures, university resources, and clarify questions with their advisors. Students should also research resources provided to them during appointments so they can utilize those resources to achieve their personal goals and objectives.

**Responsibility** – Students must hold themselves accountable and take responsibility for personal choices, actions, and consequences.

**Communication** – Students will read email correspondence from advisors. Students will also read advising materials provided to them during their appointments or through college announcements. If the student is unclear of any communication, it is the students responsibility to seek clarification.

**Self-reflection** – Students will need to identify personal successes/failures during their program. Through identification and then reflection students will clarify goals and develop skills needed for professional or post-graduate success.
### YEAR ONE

#### Fall Semester Year 1
- Gain basic understanding of Oasis, DegreeWorks, and Honors College requirements.
- Meet with advisor to establish goals and learn about resources on campus.
- Attend at least 2 Honors College events (Fresh 5).
- Research student resources and organizations.
- Meet with professors during office hours to determine status in each course and clarify any questions or concerns about coursework or grading (should be done before midterms).
- Meet with advisor to have AA hold removed and to create course plan for the Spring.
- Attend Office of National Scholarships Workshop.
- Explore career interests through appropriate departments, advisor, or the career center. Begin to determine best major to fit goals (if this has not already been done).
- Register for courses on Oasis utilizing the schedule search and advised course plan.
- Prepare for finals and rock those exams!

#### Spring Semester Year 1
- Reflect on first semester experiences. (Where did you succeed? What were some areas that might need improvement?)
- Meet with advisor to discuss your personal reflection and update your goals accordingly.
- Attend at least 3 Honors College events (Fresh 5).
- Determine OR Continue to research major best fitted to your academic and professional goals.
- Meet with professors during office hours to determine status in each course and clarify any questions or concerns about coursework or grading (should be done before midterms).
- Meet with advisor to have AA hold removed and to create course plan for the Summer and Fall.
- Start thinking about experiential activities that engage skills transferrable to your future profession (internships, volunteer opportunities, shadowing, study abroad, undergraduate research, etc.).
- Set-up an appointment with the Office of National Scholarships to discuss scholarships of interest.
- Research Study abroad or other Global Experience programs of interest.

### YEAR TWO

#### Fall Semester Year 2
- Reflect on First Year experiences and determine personal goals for the new school year.
- Meet with an advisor establish goals and objectives for the year.
- Pursue involvement within student organization and on-campus clubs. Look into possible leadership interest within these groups.
- Establish a plan for the Global Experience and meet with advisor to create a timeline towards the chosen goal.
- Find a professional in your chosen career field and make an appointment to meet with them, or shadow to determine if the profession is right for you. Contact Career Services for referral.
- Meet with professors to determine status in each course and clarify any questions or concerns.
- Meet with advisor to determine a schedule for Spring that reflects academic goals.
- Determine two experiential activities that engage skills transferrable to your future profession (internships, volunteer opportunities, shadowing, study abroad, undergraduate research, etc.). Create timeline to achieve these during your academic program.
- Check STARS for scholarship application timelines.

#### Spring Semester Year 2
- Continue personal reflection, adjusting personal goals to best fit strengths and personal interests.
- Meet with advisor to discuss how this reflection might alter your goals.
- Make a connection with a faculty member within your department this can be done through research, independent study, mentorship, etc.
- Meet with professors to determine status in each course and clarify any questions or concerns.
- Explore leadership opportunities across campus.
- Meet with advisor to determine a schedule for Summer and Fall that reflects academic goals.
- Make an appointment with the Office of National Scholarships to inquire on eligibility and application process.
- Complete pre-requisites for major and general education requirements.
### YEAR THREE

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<tr>
<th>Fall Semester Year 3</th>
<th>Spring Semester Year 3</th>
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<tbody>
<tr>
<td>Reflect on the first two years. What has been accomplished? What goals have you set? How do you plan to obtain them?</td>
<td>Reflect on previous experiences during the undergraduate career and any opportunities that are important for you to have before you graduate.</td>
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<tr>
<td>Research post-graduate goals: graduate or professional schools, entry-level work positions. Determine pre-requisites and any graduate exams needed (LSAT, MCAT, GRE etc) and start to prepare for graduate exams.</td>
<td>Determine post-graduate plan and create timeline to obtain objective. Meet with advisor to discuss how the post-graduate plans are coming.</td>
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<tr>
<td>Meet with advisor to discuss post graduate plans and look at timelines and resources.</td>
<td>IF NOT COMPLETE! Should be actively pursuing the global experience requirement (either taking a language course or preparing to study abroad).</td>
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<tr>
<td>Visit Career Services to discuss career goals, update resume, prepare for professional</td>
<td>Request recommendation letters from faculty, staff, and employers.</td>
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<tr>
<td>Attend Career Event on Campus.</td>
<td>Begin preparing for any needed pre-requisites and any graduate exams needed (LSAT, MCAT, GRE, etc.) Take any necessary exams needed at this point!</td>
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<tr>
<td>Purse the global experience requirement (take a language course or plan to study abroad).</td>
<td>Meet with professors to determine status in each course and clarify any questions or concerns you have in your courses.</td>
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<tr>
<td>Meet with professors to determine status in each course and clarify any questions or concerns you have in your courses. Start considering faculty for recommendation letters.</td>
<td>Meet with advisor to determine schedule for final year and discuss Thesis process.</td>
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<tr>
<td>Pursue leadership opportunities on campus.</td>
<td>Meet with advisor to determine status in each course and clarify any questions or concerns you have in your courses.</td>
</tr>
<tr>
<td>Meet with advisor to discuss post graduate plans and look at timelines and resources.</td>
<td>IF NOT COMPLETE! Should be actively pursuing the global experience requirement (either taking a language course or preparing to study abroad).</td>
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<tr>
<td>Begin to think about possible Thesis topics and mentors.</td>
<td>Request recommendation letters from faculty, staff, and employers.</td>
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### YEAR FOUR

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<th>Fall Semester Year 4</th>
<th>Spring Semester Year 4</th>
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<tr>
<td>Reflect on previous experiences during the undergraduate career and any opportunities that are important for you to have before you graduate.</td>
<td>Reflect on transferrable skills obtained in your undergraduate program and practice articulating those skills (Cover letter, resume, personal statement).</td>
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<tr>
<td>Meet with advisor to discuss how post-graduate plans are coming.</td>
<td>Apply for graduation through OASIS.</td>
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<tr>
<td>Continue to work with Career Services on any opportunities that might arise in your area of interest and to start preparing for post-graduate plans.</td>
<td>Meet with advisor to discuss how the post-graduate plans are coming, concerns, questions and final graduation preparation.</td>
</tr>
<tr>
<td>IF NOT COMPLETE! Should be actively pursuing the global experience requirement.</td>
<td>Continue to work with the career center on any opportunities that might arise in your area of interest and to start preparing for post-graduate circumstances.</td>
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<tr>
<td>Finalize post-graduate plans.</td>
<td>Complete Thesis and work with committee to plan final presentation.</td>
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<td>Complete Applications for graduate school or begin to look into career opportunities.</td>
<td>Attend career fair and start applying for jobs.</td>
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<tr>
<td>Complete Prospectus Approval Form and Thesis Agreement Form. You should be actively working on their Thesis.</td>
<td>Meet with professors to determine status in each course and clarify any questions or concerns you have in your courses.</td>
</tr>
<tr>
<td>Meet with professors to determine status in each course and clarify any questions or concerns you have in your courses.</td>
<td>Meet with advisor for any resources needed (and to share final plans for after graduation). Let us know about your admissions and interviews!</td>
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<td>Meet with advisor to determine a Spring Schedule and final graduation check.</td>
<td>ATTEND COMMENCEMENT!</td>
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- **Think, Explore, Learn**
- **Action item**
- **Plan/Prepare**
- **Important Progress Markers**