

Back On Course Alert 3

Assignment 3: Advisor/Counselor Meeting for major

An important key to success in college is to actively participate in planning with an academic advisor or counselor specific to your major - that allows you to complete your academic goal within a reasonable period of time. It's important to be adequately prepared for challenging courses and to know specifically what you need for your major.

This assignment requires that you meet with a program counselor or academic advisor for the major you are pursuing. If you have not yet declared a major you will work with an Undeclared Academic Advisor. Even if you have already completed a term-by-term planner with someone before - you will need to do it for this class. The attached plan needs to take into consideration the three terms you have not met the Academic Progress Standards (APS) requirements.

The first part of this assignment is to review the terms you have not met APS standards and to review your cumulative academic performance: When you meet with your Academic Advisor or Counselor together you will review your transcript, complete this table and discuss the questions provided.

How will past academic performance impact your ability to reach your academic goal?

Academic Progress Standards: Together review your Lane Transcript.			
	Alert One	Alert Two	Alert Three
Term(s) not meeting APS (e.g. Fall 14, Win 15, Spr 15) Discuss what happened each term – and how this may impact your progression toward your academic goal.			
How has this impacted your overall academic performance? See bottom of transcript for this information requested below			
Cumulative Number of Attempted Credits			
Cumulative Grade Point Average			
Cumulative Percent of Credits Completed			

Will these numbers impact your ability to receive funds to cover your tuition and living expenses so you can continue to go to school (e.g. Financial Aid, GI Bill, Scholarships, Vocational Rehab, other)? Discuss this in your meeting.

Back On Course Alert 3

Assignment 3: Advisor/Counselor Meeting for major

The second part of this assignment is to evaluate the progress you have made toward completing your academic goal. With your program counselor or academic advisor you will work together to determine the following:

Student Name: _____ L # _____

- 1) Is your degree or certificate goal accurate in "myLane."
- 2) Review Lane's evaluation of your progress toward your academic goal using "myGrad Plan"
- 3) Review the Moodle Academic Advising site for your major and learn about the resources available within it.
- 4) Complete a term-by-term planner including the courses you have remaining to complete your academic goal - taking into consideration a reasonable and doable course load each term.

Program Counselor or Academic Advisor: Please review page 1 of this assignment together with the student and assist the student to complete items 1 through 4 above.

Counselor/advisor - please provide academic planning recommendations here (Be sure this is submitted to your instructor):

Important tips:

- If your goal changes, see your academic advisor or counselor immediately to ensure you are developing an accurate plan to get you to your goal.
- If something happens to interfere with following the plan, check in with your academic advisor or counselor to make sure you stay on course.
- Be aware that some classes fill VERY quickly. The sooner you register, the more options available to you.

Student Name: _____ L # _____

Degree/Certificate Goal: _____

[illegible]

Student Signature	Date
Counselor/Academic Advisor Printed Name and Signature	Date

Submit the previous page and this page to your instructor. Online students scan pages and submit in Moodle.