The College of the Arts and Communication

Tool Kit

Advisement

WILLIAM
PATERSON
UNIVERSITY

Sample List of Questions or Prompts

These are questions you should ask your advisor:

1. How many credits do I need to graduate for my intended major?[1]

2. How many **earned credits** do I have toward graduation? (completed courses with a passing grade)

3. How many **credits** do I have **in progress**? (courses taking in the current semester)

4. What is my anticipated date of graduation based upon the number of credits I usually take?

5. Can I graduate sooner if I take summer (*max 14 credits*) and winter (*max 3 credits*) session courses?

6. With my current GPA, can I handle a shortened semester (*summer*) or online (*winter*) course?

7. What requirements do I still need to take?
   * UCC   ☐ Yes   ☐ No
   * Major/Minor   ☐ Yes   ☐ No
   * Writing Intensive   ☐ Yes   ☐ No
   * Technology Intensive   ☐ Yes   ☐ No
   * Foreign Language   ☐ Yes   ☐ No

8. Am I taking a good balance of UCC and major/minor courses?
                                           ☐ Yes   ☐ No

9. I am a (freshman/sophomore/junior/senior). With _____(#)credits, what are some issues I should I be thinking about?
Freshmen – see page 3
Sophomores – see page 4
Juniors – see page 5
Seniors – see page 6
Transfer Students and Other Considerations – see page 7
A Few More Sample Qs – see page 8

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[1] Undergraduate degrees require the completion of a least 120 credits and excludes Foundations Courses e.g., BRI 1080, ENG 1080, MATH 1060. Some majors require more than 120 credits.

Freshmen (0 - 30 credits)

1. Have you declared a major/minor?　　☐ Yes　　☐ No

Major: _____　　　　Minor: _____

2. Have you completed UCC Areas 1-3?
　　Area 1?　　　　　　　　　　　　☐ Yes　　☐ No
Course(s):
_____

　　Area 2?　　　　　　　　　　　　☐ Yes　　☐ No
Course(s):
_____

　　Area 3?　　　　　　　　　　　　☐ Yes　　☐ No
Course(s):
_____

3. What is the Course Repeat Policy?
http://www.wpunj.edu/policies/docs/WilliamPatersonUniversityCourseRepeatPolicyFinal.pdf

4. What is the Pass/Fail Option Policy?
http://www.wpunj.edu/policies/docs/Grading_Policy.pdf

5. What do I need to know about the Foreign Language requirement?
http://www.wpunj.edu/cohss/departments/lang_cul/faq.html

6. What is WPU 1011 Pioneer Success Seminar?
http://www.wpunj.edu/new-student-experience/pioneer-success-seminar

7. Where do I go for assistance with résumé and job search?
http://www.wpunj.edu/advisement-center/

8. Can I be a Visiting Student?[2]　　　☐ Yes　　☐ No
https://www.wpunj.edu/dotAsset/320938.pdf

Possible School(s)

_____

[2] Students can take courses at community colleges until they earn 60 credits. Students can take courses at a four-year college until they earn 90 credits. The final 30 credits must be completed at WPUNJ.

<u>Sophomores (30.5 - 60 credits)</u>

1. Is your Foreign Language Requirement in progress?

☐ Yes   ☐ No

2. Are you taking major introductory courses (*1000 and 2000 level courses*)?

☐ Yes   ☐ No

3. Have you taken at least two (2) Writing Intensive (WI) courses?

☐ Yes   ☐ No

4. Is your GPA "internship ready"?

☐ Yes   ☐ No

Current GPA: Overall: _____   Major: _____

5. Can I be a Visiting Student?   ☐ Yes   ☐ No
https://www.wpunj.edu/dotAsset/320938.pdf

Possible School(s)

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Notes:

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Juniors (60.5 - 90 credits)

1. Have you taken UCC Areas 4 and 5 courses?
   Area 4 course(s) _____

   Area 5 course(s) _____

2. Are your Major introductory courses complete and upper level courses in progress?

   ☐ Yes   ☐ No

3. Have you taken a 3rd Writing Intensive course; and 1-2 Technology Intensive courses?
   WI course _____

   TI course(s) _____

4. Do you have Internship(s) applications in progress?

   ☐ Yes   ☐ No

5. Are your Minor courses in progress?   ☐ Yes   ☐ No

   Minor Area of Study _____

6. Are you considering Study Abroad (national or international)?

   ☐ Yes   ☐ No

http://www.wpunj.edu/cie/programs/

   Options: _____

7. Can I be a Visiting Student?   ☐ Yes   ☐ No
https://www.wpunj.edu/dotAsset/320938.pdf

Notes:

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Seniors (90.5 - 120 credits)

1. Have you taken UCC Area 4, 5, 6 courses?
Course(s) _____   _____

          _____   _____

2. Is your Foreign Language requirement complete?

☐ Yes   ☐ No

Language Courses: _____

          _____

3. Have you begun preparation for or taken Capstone/Senior Seminar?

☐ Yes   ☐ No

4. Have you taken your Final Writing Intensive course? Are your Tech Intensive courses complete?

☐ Yes   ☐ No

5. How many of your Requirements are marked **"Complete"?**

6. Have you completed your Minor courses?

☐ Yes   ☐ No

7. Have you Applied for graduation (requires 90+ credits and at least a 2.0 overall GPA)?   ☐ Yes   ☐ No

http://www.wpunj.edu/registrar/graduation/application-for-graduation.html

Date: _____   Result: _____

8. What other types of courses can I look into to help me finish my degree?
*   Internships (Internal or External)
*   Independent Study
    http://www.wpunj.edu/policies/docs/academic/Approved_IS_Policy.pdf
*   Study Abroad – National/International
    http://www.wpunj.edu/cie/programs/

Notes: _____

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Transfer Students and Other Considerations

Transfer Students

1. What is a good plan for getting all of my course requirements completed?

- Request a final transcript from your previous institution
- Meet your academic advisor to review transferred courses
- Complete the below requirements:
  - o Take a Writing Intensive Course #3000+
  - o Satisfy the Foreign Language Requirement
  - o Complete Major/Minor requirements
  - o Maintain a 2.0 overall and major GPA
  - o Complete a Total of 120 credits (depending on your program)

2. I have transferred into WP **with** an AA or AS.[3]   ☐ Yes   ☐ No

3. I have transferred into WP **without** an AA or AS.[4] ☐ Yes   ☐ No

Other Considerations

1. 60 credit limitation (Community College courses)

2. 90 credit limitation (attend 4-year colleges)

3. Last 30 credits on campus

4. Second Major

5. Minors

Notes: _____

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[3] Under the 2008 NJ legislation, students entering WPUNJ with an AA or AS degree *(not including an AAS or AAA)* from a New Jersey community college can waive the University Core Curriculum (UCC) requirements (except you must take one 3000 level Writing Intensive course and the Foreign Language requirement).

[4] Students with an AAS or AAA or transferring from a community college outside of New Jersey must complete the University Core Curriculum ("UCC").

A Few More Sample Questions

1. Is there anyone else in my major department I should speak to about career plans?

2. Is there any other department on campus that I should be in contact with?

- Academic Success Center http://www.wpunj.edu/academics/asc/

- Career Development Center http://www.wpunj.edu/career-center/

- Counseling, Health and Wellness Center http://www.wpunj.edu/health-wellness/

- Disability Services http://www.wpunj.edu/disabilityservices/

- Gloria S. Williams Advisement Center http://www.wpunj.edu/advisement-center/

- Scholarships http://www.wpunj.edu/scholarships/ (Also check out college and department scholarship opportunities.)

- Science Enrichment Center http://www.wpunj.edu/sec/

- Study Abroad/National Student Exchange http://www.wpunj.edu/cie/programs/

- Writing Center http://www.wpunj.edu/writing-center/

Notes:

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Advisor Appointment Information

Semester: _____   Semester: _____

Advisor Name: _____   Advisor Name: _____

Appointment Date: _____   Appointment Date: _____

Pin #: _____   Pin #: _____

Semester: _____   Semester: _____

Advisor Name: _____   Advisor Name: _____

Appointment Date: _____   Appointment Date: _____

Pin #: _____   Pin #: _____

Semester: _____   Semester: _____

Advisor Name: _____   Advisor Name: _____

Appointment Date: _____   Appointment Date: _____

Pin #: _____   Pin #: _____

Semester: _____   Semester: _____

Advisor Name: _____   Advisor Name: _____

Appointment Date: _____   Appointment Date: _____

Pin #: _____   Pin #: _____

Notes