

# WELCOME TO ACADEMIC ADVISING

# BROWARD COLLEGE®

**VISION:** To aspire to be a national leader through innovative advising that exceeds students' expectations.

**MISSION:** To teach and empower students to achieve their academic and career goals

**MORE  
INFO**



**BROWARD.EDU/ADVISING**

| ASSIGNED ADVISOR  |                            | MY ADVISING PHILOSOPHY |
|-------------------|----------------------------|------------------------|
| NAME/PRONOUNS     | CAREER PATHWAYS            |                        |
| CAMPUS/BLDG./ROOM | PHONE                      |                        |
| BC EMAIL          | PERSONAL AVAILABILITY LINK |                        |
|                   |                            |                        |
|                   |                            |                        |
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## SCHEDULING APPOINTMENTS

Appointments are in person, by phone, or online and are scheduled through your BC Navigate student portal. You can schedule an appointment using the Personal Availability Link. If you will be more than 10 minutes late, please reschedule your appointment.

| STUDENT RESPONSIBILITIES<br>AS A STUDENT, I WILL:  | ADVISOR RESPONSIBILITIES<br>AS YOUR ADVISOR, I WILL:  |
|--|---|
| <ul style="list-style-type: none"><li>● Respond to advisor communications.</li><li>● Ask questions and share any academic concerns.</li><li>● Share challenges affecting my wellness or success.</li><li>● Engage with student success resources.</li><li>● Schedule and attend follow-up appointments.</li><li>● Use the Career Center to learn about my careers.</li><li>● Review, accept and follow my academic plan.</li><li>● Monitor my academic progress and grades.</li><li>● Learn about graduation requirements.</li><li>● Check in with my advisor at critical degree completion points: 25%, 50%, 75%, and prior to graduation.</li><li>● Attend advising sessions with documents I may need.</li><li>● Investigate and decide on transfer options (<i>as applicable</i>).</li></ul> | <ul style="list-style-type: none"><li>● Be accessible by email, phone, online or face-to-face.</li><li>● Assist with clarifying your career and academic goals.</li><li>● Collaborate with you to create an academic plan.</li><li>● Provide accurate, timely information about academic programs, policies/procedures and support services.</li><li>● Schedule follow-up appointments.</li><li>● Partner with Career Center.</li><li>● Review academic progress, grades and credit load (SAP/ SOAP/WN).</li><li>● Monitor graduation requirements.</li><li>● Advise at critical degree completion points: 25%, 50%, 75%, and before Graduation.</li><li>● Teach you how to use MyBC and BC Navigate.</li><li>● Listen to your concerns and support you with strategies for success (Coordinated Care Network).</li><li>● Provide transfer advising (<i>as applicable</i>).</li></ul> |

## DEGREE PROGRESS: DISCUSS-LEARN-EXPLORE-APPLY-CONFIRM

### 0 – 15 CREDITS – STUDENT RESPONSIBILITIES: WHILE EARNING 1 – 15 CREDITS, I WILL DO MY BEST TO

#### DISCUSS

- Personal and Career goals
- Associate of Arts (AA) or Science (AS), Certificate and Bachelors' (BS, BAS) options
- Full or part-time status
- How to use MyBC and BC Navigate
- My Academic plan and registration in BC Navigate
- Career Pathway

#### LEARN

- Seahawk Outreach Services (SOS)
- Student Life and student organizations (Student Government, International Club, DECA)
- Prior Learning Assessments (PLA) and Credit-By-Exam
- Where to find my Degree Audit
- Scholarship opportunities
- Maintaining Satisfactory Academic Progress (SAP)

### 16 - 30 CREDITS (25% PROGRESS BENCHMARK) – STUDENT RESPONSIBILITIES: UPON EARNING 16-30 CREDITS, I WILL DO MY BEST TO

- Confirm my chosen career goal
- Choose a transfer institution (if applicable)
- Accept my academic plan and promote timely completion
- Confirm AA, AS, Certificate and Bachelors' choices
- Maintain good academic standing (progress, grades)
- Learn how to read my degree audit
- Learn about and apply to the Honors Program (if applicable)
- Monitor Satisfactory Academic Progress (SAP)

- Attend follow-up appointments
- Discuss scholarship opportunities
- Schedule an appointment with the Career Center
- Use SOS as needed (financial, legal, food)
- Join Student Life and student organizations (MMI)
- Learn about internships and mentors
- Discuss and use Credit for Prior Learning Opportunities (CPL)
- Discuss applicable industry certifications

### 31–45 CREDITS (50% PROGRESS BENCHMARK) – STUDENT RESPONSIBILITIES: UPON EARNING 31-45 CREDITS, I WILL DO MY BEST TO

- Explore labor market information. Confirm my career goal.
- Communicate with transfer institutions (FAU, FIU)
- Review plan and track academic progress and grades
- Review my degree audit
- Review compliance with Honors Program requirements
- Learn more about Study Abroad
- Review applicable technical and industry certifications
- Maintain Satisfactory Academic Progress (SAP)

- Attend follow-up appointments
- Apply for scholarship opportunities
- Learn about FAU Link or FIU Connect if planning to transfer
- Attend university transfer fairs
- Review SOS (housing, childcare, transportation)
- Join or lead Student Life and student organizations
- Investigate and find internships and mentors
- Use Credit for Prior Learning Opportunities

### 46-60 CREDITS (75% PROGRESS BENCHMARK) – STUDENT RESPONSIBILITIES: UPON EARNING 46+ CREDITS, I WILL DO MY BEST TO

- Explore Internships. Confirm career goal.
- Apply to transfer institutions
- Accept a completion/graduation academic plan
- Confirm completion/graduation with degree audit
- Complete Honors Program requirements
- Consider Study Abroad opportunities
- Maintain Satisfactory Academic Progress (SAP)

- Apply for scholarship opportunities
- Meet with FAU Link or FIU Connect advisors
- Attend Job Fairs and university transfer fairs
- Lead a Student Life organization (GSA, HOSA, PTK)
- Attend follow-up appointments
- Complete applicable technical and industry certifications
- Ensure completion of Transfer prerequisites

## STUDENT LEARNING OUTCOMES

### AS A RESULT OF MY ADVISING SESSION, I WILL KNOW:

- The contact information of my assigned academic advisor.
- My program map and academic plan according to my catalog year.
- To identify the correct courses to register for each semester based on my academic plan in BC Navigate.
- How to make education related decisions through Career Exploration.

### AS A RESULT OF MY ADVISING SESSION, I WILL:

- Discuss my Major Explorer results to assist with information about my career goals.
- Accept my academic plan based on my pathway and program.
- Register early for courses according to my program map and academic plan.
- Access MyBC tools.

### I WILL VALUE ADVISING BY:

- Continuously scheduling and attending my appointments.
- Making timely decisions through planning, such as early registration.
- Researching my preferred careers so that I can confirm my career, degree and program choices.

## REFERENCES AND RESOURCES

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| <b>Academic Advising/Appointments /Contact Information</b>                 | <a href="http://broward.edu/advising">broward.edu/advising</a>   |
| <b>Associate of Arts (AA); Associate of Science (AS); Bachelor degrees</b> | <a href="http://broward.edu/academics">broward.edu/academics</a>   |
| <b>Career Center</b>   | <a href="http://broward.edu/career">broward.edu/career</a>   |
| <b>Certificate/Industry certifications</b>                                 | <a href="http://broward.edu/ce">broward.edu/ce</a>   |
| <b>Testing/Credit by exam</b>  | <a href="http://broward.edu/testing">broward.edu/testing</a>   |
| <b>Credit for Prior Learning (CPL)</b>                                     | <a href="http://broward.edu/cpl">broward.edu/cpl</a>   |
| <b>Financial Aid</b>   | <a href="http://broward.edu/financialaid">broward.edu/financialaid</a>   |
| <b>Florida Atlantic University (FAU) LINK</b>                              | <a href="http://fau.edu/link">fau.edu/link</a>   |
| <b>Florida International University (FIU) CONNECT</b>                      | <a href="http://admissions.fiu.edu/how-to-apply/connect4success">admissions.fiu.edu/how-to-apply/connect4success</a>   |
| <b>GPA Calculator</b>  | <a href="http://broward.edu/financialaid">broward.edu/financialaid</a>   |
| <b>Honors Program</b>  | <a href="http://broward.edu/honors">broward.edu/honors</a>   |
| <b>Internships</b>   | <a href="http://broward.edu/career">broward.edu/career</a>   |
| <b>Job Fair</b>  | <a href="http://broward.edu/career">broward.edu/career</a>   |
| <b>Major Explorer</b>  | <a href="http://broward.campus.eab.com">broward.campus.eab.com</a>   |
| <b>Mentors</b>   | <a href="http://students.broward.edu/resources/peer-mentoring">students.broward.edu/resources/peer-mentoring</a>       |
| <b>MyBC</b>  | <a href="http://mybc.broward.edu">mybc.broward.edu</a>   |
| <b>BC Navigate</b>   | <a href="http://broward.campus.eab.com">broward.campus.eab.com</a>   |
| <b>Prior Learning Assessment (PLA)</b>                                     | <a href="http://broward.edu/admissions/credit-for-prior-learning">broward.edu/admissions/credit-for-prior-learning</a> |
| <b>Program Maps</b>  | <a href="http://students.broward.edu/academics">students.broward.edu/academics</a>                                     |
| <b>Satisfactory Academic Progress (SAP)</b>                                | <a href="http://broward.edu/admissions/financial-aid">broward.edu/admissions/financial-aid</a>                         |
| <b>Scholarships</b>  | <a href="http://broward.edu/admissions/financial-aid">broward.edu/admissions/financial-aid</a>                         |
| <b>Seahawk Outreach Services (SOS)</b>                                     | <a href="http://students.broward.edu/resources/seahawk-outreach">students.broward.edu/resources/seahawk-outreach</a>   |
| <b>Student Life and Organizations</b>                                      | <a href="http://students.broward.edu/student-life">students.broward.edu/student-life</a>                               |
| <b>Study Abroad</b>  | <a href="http://students.broward.edu/academics/study-abroad">students.broward.edu/academics/study-abroad</a>           |
| <b>University Transfer Fair</b>  | <a href="http://broward.edu/career">broward.edu/career</a>   |
| <b>Veterans</b>  | <a href="http://broward.edu/veterans">broward.edu/veterans</a>   |
| <b>Student Code of Conduct</b>   | <a href="http://bit.ly/3k0KjYY">bit.ly/3k0KjYY</a>   |