

A D V I S I N G



Office | email | phone

Office Hours:

Please set up meeting times in advance or stop in during office hours!

What is faculty advising? Students and faculty meet at least once per semester to discuss a student's collegiate progress, professional goals, and general well-being. In the early stages of advising, faculty play a more active role supporting student success by fleshing out student strengths and interests, encouraging academic and personal growth, and facilitating conversations about future career goals. As students progress through their college career and increase their independence and ownership of their academic and professional futures they assume greater responsibility for their curricular and professional development.

I Expect You to:

1. Meet with me each semester
2. Arrive prepared and on time for your advising appointment
3. Identify courses you've already taken for your major and **what you want to take next semester** (or summer/winter)
4. Learn about your curricular requirements and tools that can help you plan and track your academic career (e.g. Undergrad catalog, DegreeWorks, myIUP)
5. Think about future career plans and potential internships

You Can Expect Me to:

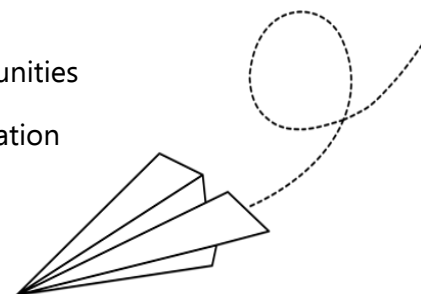
1. Be available during office hours and responsive via email during academic semester
2. Review your file prior to advising appointment and familiarize myself with and utilize key advising tools
3. Assist in tracking and mapping your curricular requirements and provide pin for registration
4. Discuss your career goals, internships, and job opportunities
5. Address your general health and well-being and guide you to community resources when applicable
6. Update your file with relevant meeting notes (academic, career/internship goals and interests)

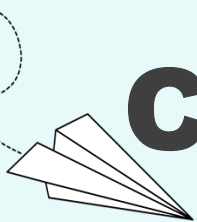
The Outcomes

Curricular: identify courses for upcoming semester registration

Professional: discuss career goals, internship interests, employment opportunities

Health and Well-Being: touch base and provide necessary resource information





Campus Resources

Faculty may identify recommended resources that will support student success.

Dean's Office
Office phone

Office of Transfer Services
G26 Sutton Hall
724-357-2230

Liberal Studies
103 Stabley
724-357-5715

Disability Access and Advising
(D2A2)
216 Pratt Hall
724-357-4067

Writing Center
218 Eicher Hall

Academic Success Center
201-A Stabley

Career and Professional Development Center
302 Pratt Hall

Financial Aid Office
200 Clark Hall
724-357-2218

Military and Veteran's Resource Center
101-2 Pratt Hall

Office of Social Equity and Title IX
B17 Delaney Hall

Concern and Response Team (CART)
Associate Dean

Counselling, Health, and Well-Being
Suites on Maple
724-357-9355

Office of the Bursar
Clark Hall Lobby
724-357-2207

IUP Food Pantry
Pop-up locations

Campus Police
850 Maple St.
724-357-2141

Office of the Bursar: receives grants, loans, and scholarships and applies them; grants and issues refunds

Financial Aid Office: provides information regarding the application of federal and state grants, student loans, parent plus loans, and work study programs

Registration Dates	
Veterans	Mon, October 14
Priority groups	Tue, October 15
Grad students	Wed, October 16
Senior (90+ cr)	Fri, October 18
Junior (60-89 cr)	Mon, October 21
Sophomore (30-59 cr)	Wed, October 23
Freshman (0-29 cr)	Wed, October 16

Sep 3	Last Day to Add/Drop Classes
Oct 7	Last Day to Submit a Pass/Fail Form
Oct 7	Midterm Grades Available
Nov 4	Last Day to Withdraw from a Class
Nov 11	Last Day to Withdraw from All Classes
Dec 13	Last Day of Finals
Dec 20	Final Grades Available

PIN: _____

Recommended Courses:

Large empty light blue rectangular area for entering PIN and recommended courses.