

ACADEMIC ADVISING: QUICK TIPS FOR JUNIORS

FACULTY ADVISORS: Big Picture

Your faculty advisor is an important resource for questions about electives within the major, research opportunities, graduate study, and 'big picture' topics. You must meet with them during each Advanced Registration period.

General Topics of Discussions between Juniors and their Advisors

- Specific Academic Interests within Field
- Upper-level Courses that Align with Interests/Concentrations
- Career Aspirations and Plans Upon Graduation (Submatriculation)
- Expectations for Senior Design Project

DEPARTMENTAL OFFICE ADVISORS: In-Major Specifics

Present in each department, the Undergraduate Coordinator is the person to talk to for Course Planning Worksheet clarification and other curricular issues that are related to your major. The Undergraduate Chair is also available by appointment.

PROFESSIONAL STAFF ADVISORS: General Knowledge

Professional Staff Advisors answer questions about requirements and electives outside of Engineering, studying abroad, dual degree programs, minors, and submatriculation. If you are having academic difficulties, a Staff Advisor can help to point you in the right direction. These advisors are located inside the Academic Programming Office(APO) in Towne.

PENN CAREER SERVICES: Professional Development

Located in the basement of McNeil (across from Huntsman), Career Services have both Engineering Advisors and Pre-professional advisors (graduate, medical, law).

*All Advisors are available by appointment. Most are also available during weekly office hours.

*Before consulting any advisors, students should first check the Undergraduate Handbook, easily accessible on the Penn Engineering website. The Course and Requirements category should be especially helpful for course planning.

QUESTIONS FOR JUNIORS TO ASK THEIR ADVISORS

QUESTIONS FOR FACULTY ADVISORS:

- 1) When are your office hours this semester?
- 2) I am currently interested in this field. What upper level courses should I be considering?
- 3) How will the course I am taking currently help me in my field?
- 4) What kind of summer experiences should I be looking for? What resources are here at Penn that can help me explore my interests?
- 5) How can I prepare for the OCR process? What industries would I be qualified to work in?
- 6) Is graduate study a good option for me? Why did you decide on it? Do you know of any programs that might be a good fit for me? What can I do in my remaining years to make myself a more attractive applicant?
- 7) Is submatriculation right for me?

QUESTIONS FOR UNDERGRADUATE COORDINATORS:

- 1) Am I on track to graduating on time?
- 2) How would I apply to submatriculation?
- 3) I am pre-professional; does my CPG planning meet the requirements?
- 4) I want to take an in-major graduate course. How can I get approval?
- 5) Will this course meet the major requirement/elective?
- 6) What semesters will this in-major class be available?
- 7) I need to take overlapping courses/petition for a requirement allowance/get into a class, what should I do?

QUESTIONS FOR APO

- 1) I want to pursue a minor in ____; can you point me towards some typical courses?
- 2) What are some general Engineering electives I can take to fulfill the technical requirements?
- 3) I need to take overlapping courses/petition for a requirement allowance/get into a class, what should I do?
- 4) Will this class count for a non-major requirement?
- 5) What semesters will this non-major class be available?