

Freshman and Sophomore Advising Syllabus

Department of Biological Sciences

Adviser: Pat McCarroll
Coordinator of Advising
Department of Biological Sciences

Office: Life Sciences Building, Room 256

Phone: 208-885-6329

E-mail: patm@uidaho.edu

Hours: Monday – Friday, 8 a.m. – noon and 1 – 5 p.m.

Website: <http://www.sci.uidaho.edu/biosci/>

Links to Advising Information: Ctrl + Left Click on link to go to page

Academic calendar	http://www.students.uidaho.edu/default.aspx?pid=19572
Class schedules	http://www.uidaho.edu/schedule/
Biology planning sheet	http://www.sci.uidaho.edu/biosci/curric.html
University of Idaho Catalog	http://www.students.uidaho.edu/catalogs
Transfer Guides	http://www.students.uidaho.edu/default.aspx?pid=19990
Vandal Web	https://vandalweb.uidaho.edu/index.htm
Core Curriculum options	http://www.students.uidaho.edu/default.aspx?pid=19580
Occupational Outlook Handbook	http://stats.bls.gov/oco/ocos047.htm

Campus Resources for Students:

Academic Advising Center	http://www.students.uidaho.edu/advising
Career & Professional Planning Office	http://www.capp.uidaho.edu/default.aspx?pid=92470
Counseling and Testing Center	http://www.ctc.uidaho.edu/default.aspx?pid=56285
Tutoring /Academic Assistance Programs	http://www.students.uidaho.edu/taap/

Definition of Advising: Advising is an umbrella term that includes all of the activities that assist students in the successful completion of their degrees and with the transition to advanced studies or to the workforce. Advising should be viewed as a partnership through which students learn from the adviser how to make informed and increasingly independent decisions regarding their academic goals and future career plans.

Freshman year goals:

- Know the name and location of your adviser and how to contact.
- Be aware of the academic calendar and make note of deadlines, particularly for drop/add/withdrawal.
- Locate the University Catalog online and be generally aware of its contents.
- Understand academic requirements for:
 - Major
 - Core curriculum
 - GPA
 - Upper division credits
- Locate and learn to read the Degree Audit.
- Find one campus activity to pursue.
- If needed, develop an understanding of probation/disqualification – review study skills, time management, planning, realistic expectations.
- Begin planning for practical experience related to career goals:
 - Undergraduate research
 - Volunteer experience
 - Job shadowing
 - Internships
 - National exchange
 - Study abroad
- Become familiar with general requirements for advanced degrees and professional programs. If pre-med, dent, or physical therapy, meet with Dr. Ingermann, the Allied Health Adviser, at least once during the year.
- Be aware of campus resources and begin to utilize as needed:
 - Counseling and Testing Center
 - Career and Professional Planning Office
 - Academic Assistance Programs
- Accept responsibility for progress through your degree (prepare for advising appointments; utilize instructors' office hours).
- Evaluate whether biology is the best choice of major, and if needed, begin to develop a Plan B.

Sophomore year goals:

- Continue to progress toward all goals listed in the freshman year.
- Transition from freshman to sophomore by taking a greater role in:
 - Scheduling classes
 - Identifying options for practical experience
- Get practical experience related to career choice no later than the end of the summer between the sophomore and junior years – sooner is better.
- Be familiar enough with the Degree Audit to track your own progress and alert your adviser to any problems.
- In the fourth semester, be able to draft a schedule for your final four semesters and review the draft with your adviser.

- Reassess or confirm your choice of major.
- Continue active involvement in at least one extracurricular activity.
- If pre-med, dent, or physical therapy, meet with Dr. Ingermann as needed to discuss, among other issues, the timing of and the preparation for the MCAT, DAT and GRE exams.
- Re-evaluate whether biology is the best choice of major, and if needed, develop a Plan B.

Expectations/Responsibilities of your adviser:

- To be readily accessible by e-mail and phone.
- To listen carefully and respectfully to your questions and concerns.
- To understand the University of Idaho degree requirements and effectively communicate them.
- To provide resources and referrals.
- To enforce all University and departmental policies and requirements.

Pre-registration advising procedures:

- Pre-registration advising takes place each semester during the two weeks prior to registration week.
- Because I have a large number of advisees to see, I require that students schedule appointments during the pre-registration advising period. Walk-ins cannot be accommodated during this time.
 - You may schedule your appointment by e-mail or phone.
 - If you are unable to make your appointment, please be courteous to me and your fellow students by canceling in advance so that another student may take your time slot.
- I will send an e-mail to all of my advisees no later than one week prior to the beginning of pre-registration advising. This message will contain instructions on how to prepare for your appointment.
- If you are unable to prepare for your appointment, please reschedule.

Helpful Tips:

- Check your University of Idaho e-mail account daily.
- Check your Degree Audits at least once per semester and report any problems to your adviser.