90-hour advising checkpoint

Objective: To finalize academic plans and assist student to define and pursue post-graduate plans

Advising activities recommended during this advising session are included below. Check the box beside each activity after it is discussed and completed.

Have you …

☐ Accessed the Degree Evaluation (and/or updated the graduation worksheet) to make sure student understands all remaining degree requirements (including University Core Education Curriculum requirements, General Education Requirements, the major and any minors)?

☐ Checked eServices to confirm student’s VCU transcript lists the correct major(s) and minor(s)?

☐ Reviewed graduation requirements to ensure student is on track for fulfilling them?
  ○ 45 upper-level credit hours
  ○ 30 of last 45 credit hours taken at VCU
  ○ Minimum overall cumulative GPA
  ○ Minimum major GPA
  ○ Check for nonrepeatable courses

☐ Reviewed procedures with student for applying for graduation?

☐ Outlined courses and appropriate sequences recommended for final semester of attendance?

☐ Recommended if the student should consider repeating any courses?

☐ Discussed with student a plan for preparing for transition to work or graduate school?

☐ Referred student to the University Career Center (located in the Student Commons, Room 143)?

☐ Suggested graduate and professional schools and reviewed application process?

☐ Offered to write a letter of recommendation and identified others who could also write letters?

☐ Determined types of opportunities (undergraduate research, professional and campus organizations, internships, independent study) that would enhance educational and career goals over the next year and referred students to these opportunities?

Summary of advising session including recommendations made to advisee:

I agree that we discussed all areas indicated above as checked.

__________________________________________________________________________________________
Student’s signature    Date    Adviser’s signature    Date