



# Your K-State Advising Session Checklist

PRINT ME!

Advising Appt. Date/Time:

- **Complete the admissions process** (Application, orientation and enrollment)
- **Be familiar with important dates and deadlines.** <http://www.k-state.edu/cgi-bin/eventview/registrar/academic>
- **Arrive ON TIME!!!**
- **Work out a class schedule for the upcoming semester. Print/Fill out a class schedule**
- <http://courses.k-state.edu> Note: Have back-up classes in mind in case your first choice is closed/cancelled (it happens!) What classes do you want to take, that aren't part of your degree requirements?
- **Check out your current DARS report in KSIS. What classes do you still need to take?**  
What's a DARS report? <http://www.k-state.edu/registrar/dars/slideshow/>
- **Know your degree requirements.** Not sure? <http://www.k-state.edu/admissions/academics/>
- List requirements below: Which ones have you met? Which ones do you still need?
  
- **Participate and be engaged!** Communication is the key to a successful advising experience and a good relationship with your advisor.
- **Be honest with your advisor and with yourself.** What classes do you want to take? What major do you want to explore? This is your decision and your life. Your advisor can help you make the choice that is best for YOU!
- **Think about your goals.** Don't keep them to yourself, talk to your advisor! Write out some of your academic, career, and life goals and any progress you've made:
  
- **Don't be afraid to ask questions! Be ready to discuss your situation, academic or personal concerns, plans, and goals, with an open mind.** Write down some questions and concerns to discuss with your advisor:
  
- **Take some notes and map out a plan of action.** Use the space below:

After your appointment...Take your advisor's advice! Form your class schedule based on their recommendations, review any materials you discussed, follow-up with referrals or recommended resources, and write down any new questions you may have for future appointments.