**77-101: University Seminar**

**Alternate Academic Advising Preparation**

***Goal:***

This assignment is designed to encourage you to consider the process for transferring schools or employment options. You will create questions for your primary academic advisor, transfer institution, career services or Northwest’s Financial Assistance office.

***Instructions:***

Complete the worksheet on the following page. Upload the assignment by the due date.

**Academic Advisement Preparation Sheet**

(The boxes will expand as you type, if needed)

|  |  |
| --- | --- |
| **Name:** |  |
| **Your major or meta-major:** |  |

**Step 1: What is next for you? (25 points)**

|  |  |
| --- | --- |
| What are your plans for next semester if you are not returning to Northwest? |  |

**Step 2: Complete this section if you are transferring to another institution (25 points)**

|  |  |
| --- | --- |
| If transferring to a different college or university, who is your point of contact for transfer advisement at that institution? |  |
| If transferring, why do you plan to transfer? |  |
| Are you required to attend Orientation? If so, when? |  |
| When are you able to enroll in spring courses at this institution? |  |
| How do you enroll in classes at this institution? |  |
| Visit the Registrar’s Office to learn the proper time to request a copy of your transcript for your transfer institution. *Hint: You should verify your transcript will include final grades from this semester.* |  |

**Step 3: Make the most of Northwest resources before you leave**

**(50 points if student is transferring and completed Step 2) -or-**

**(75 points if student is not transferring and skipped Step 2)**

Use the space below to **write at least five question**s you will ask of your transfer advisor, Northwest Career Services or Northwest Financial Assistance, depending on your situation. Use the following topics to help you get started:

* If transferring to another institution:
  + What courses are you considering taking next semester?
  + Should you retake any courses where you may earn a “C”, “D” or “F”?
  + Should you review requirements for your degree program?
  + How should your long-term goals influence the scheduling process?
  + Is there a four-year plan at the transfer institution?
  + What are your long-term goals?
  + Other transfer topics
* If you are not attending another institution next semester:
  + Will you have loans entering repayment?
  + What are your long-term goals?
  + Will you look for work or do you have questions for Career Services?
* If you have been living on campus:
  + Have you informed Residential Life you are leaving?
    - Email [reslife@nwmissouri.edu](mailto:reslife@nwmissouri.edu) or call 660.562.1214
  + What is the checkout process in your residence hall?

|  |  |
| --- | --- |
| Question 1 |  |
| Question 2 |  |
| Question 3 |  |
| Question 4 |  |
| Question 5 |  |