

CALS Biology Major Academic Advising Syllabus – Transfer Students

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McCarty D Room 2020	McCarty D Room 2020
http://cals.ufl.edu/biology/calendar-A.php	http://cals.ufl.edu/biology/calendar-B.php

Advising Philosophy: Academic Advising is an ongoing and developmental relationship between student and adviser that goes beyond semester course selection discussions. The adviser is responsible for providing information that the student can use to make decisions toward educational, professional, and personal goals with support from the full range of resources offered by the College of Agricultural and Life Sciences and the University of Florida.

Adviser Responsibilities	Student Responsibilities
<ul style="list-style-type: none"> • Provide an open and welcoming environment for students • Use multiple methods for engagement and timely communication • Effectively communicate UF and CALS policies and procedures • Seek resources to complement/support student academic and career pursuits 	<ul style="list-style-type: none"> • Meet with Academic Adviser at least once per year • Actively participate in educational planning and goal setting during advising sessions • Review degree audit each semester to monitor tracking toward graduation • Seek and accept guidance from advisers, faculty, and other mentors • Read UF email regularly • Be aware of/participate in UF and CALS events • Know UF and CALS policies and procedures

Academic Advising Hours	
Walk-In Hours	9:00-12:00 PM Monday (Mikayla), Thursday (Britta), Friday (Alternating) 1:00-4:00 PM Tuesday (Mikayla), Wednesday (Britta)
Appointments	Schedule online at http://cals.ufl.edu/biology/calendar-A.php for Britta http://cals.ufl.edu/biology/calendar-B.php for Mikayla
<i>*PLEASE NOTE* Walk-In and Appointment availability will be adjusted during busy peak times at the beginning and end of each semester. Alternative schedules will be posted on the CALS Advising page and scheduling calendar.</i>	

Valuable Resources	
College of Agricultural & Life Sciences (CALs)	http://cals.ufl.edu
Biology Major Website	http://major.biology.ufl.edu
CALS Biology Track Electives	http://cals.ufl.edu/biology/
UF Calendar	http://calendar.ufl.edu
CALS Calendar	http://cals.ufl.edu/all-events.php
U Matter, We Care	umatter@ufl.edu
Counseling and Wellness Center	http://www.counseling.ufl.edu/cwc

Important Events	
Fall	Spring
Sep. – Study Abroad Fair, CALS Solutions Seminar, CALS Kickoff (Student Organizations)	Jan. – Study Abroad Fair, CALS Solutions Seminar
Oct. – CALS Solutions Seminar #2, TailGATOR	Feb. – CALS Career Expo
Nov. – Register for Spring Classes	Mar. – CALS Scholarship application deadline, CALS Solutions Seminar #2
Dec. – Commencement	Apr. – CALS Award Banquet, Register for fall/summer courses
	May - Commencement

Whether you plan to pursue professional school, graduate school, or a full-time job upon graduating with a CALS Biology degree, you will want to make the most of your time as an undergraduate student. Your advisers can help you create a plan to allow you to explore your interests and develop valuable professional skills by combining co-curricular and extra-curricular activities. Below is a guideline to help you prepare to make the most of your time as a CALS Biology student at the University of Florida.

Semester 1:

Academic Planning and Success

- Navigate course schedule
- Identify support services to maximize academic success (Professors/TAs, peer study group, tutors, Learning Center, Counseling/Wellness Center, Disabilities Resource Center, Advisers, etc.)
- Meet with academic adviser BEFORE your registration appointment and prior to course registration
- Meet with Adviser to develop graduation plan
- Investigate research opportunities (<http://cur.aa.ufl.edu/>)
- Meet with pre-health adviser if applicable
- Consider Study Abroad opportunities

Career Planning

- Identify skills employers and graduate/professional schools seek
- Create resume and cover letter
- Network with people in area of interest
- Attend career events/workshops (CALS & UF)

Campus Involvement

- Commit to being involved in campus organizations
- Attend CALS & UF sponsored events (see calendar)

Semester 2:

Academic Planning and Success

- Meet with academic adviser BEFORE your registration appointment and prior to course registration
- Plan for graduate/professional school applications and/or entrance exam
- Consider study abroad opportunities
- Pursue research opportunities

Career Planning

- Identify skills employers and graduate/professional schools seek
- Update resume and cover letter as needed
- Begin developing relationships with professors who may provide letters of recommendation
- Create experiences that will help you clarify goals and interests (employment, volunteering, internship, meeting with faculty and advisers)
- Meet with career counselor to develop interview skills

Campus Involvement

- Commit to being involved in campus organizations
- Attend CALS & UF sponsored events (see calendar)

Semester 3:

Academic Planning and Success

- Meet with academic adviser BEFORE your registration appointment and prior to course registration
- Graduation check with adviser
- Plan for graduate/professional school applications and entrance exam
- Consider study abroad opportunities
- Meet with pre-health adviser if applicable

Career Planning

- Identify skills employers and graduate/professional schools seek
- Update resume and cover letter as needed
- Strengthen relationships with faculty who can provide letters of recommendation
- Continue to develop interview skills

Campus Involvement

- Pursue leadership role in campus organization
- Attend CALS & UF sponsored events (see calendar)
- Apply for student awards and other recognition

Semester 4:

Academic Planning and Success

- Graduation check with adviser
- Apply for graduation
- Plan for graduate program/professional school/employment applications and/or entrance exams
- Complete Honors thesis

Career Planning

- Update resume and cover letter as needed
- Secure letters of recommendation
- Work to build professional network
- Identify skills employers and graduate/professional schools seek

Campus Involvement

- Maintain leadership role in campus organization
- Attend CALS & UF sponsored events (see calendar)
- Apply for student awards and other recognition

Graduate!