

Success Guide

to UCSD College Academic Advising



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What is the Purpose of Academic Advising?

It is the intention of the colleges that your academic advising experience will nurture a supportive learning community that will foster rich engagement and interactions through the sharing of personal ideas, experiences, and relationships. This is a partnership allowing the academic advisor to offer support and resources to enhance your college experience. An advisor's job is

to share options, help make decisions, and to help you to understand the pathways associated with different options. Advisors are here to help you navigate the complexity of the university and make the best decisions you can.



Academic Advising is here to help students...

- understand what advisors do and how we can help;
- find a [major](#)/discuss major options in which you can be successful and develop a sense of how that major fits into their goals, strengths, and values;
- know exactly what you need to complete a degree at UCSD;
- learn how to develop an appropriate academic plan for your major, academic goals, and personal needs;
- learn how to make effective decisions and navigate the complexity of UC San Diego.



How to Connect with Your College

You can check your college's website for up-to-date information, find College GEs, and advising resources. Listed below are the links to the Academic pages for each college and the name of an academic advisor who have a

special commitment to support Black students in partnership with the UCSD Black Resource Center.

Revelle College (Janean Kromka):

<https://revelle.ucsd.edu/academics/index.html>

Muir College (Dr. Mya D. Hines):

<https://muir.ucsd.edu/academics/index.html>

Thurgood Marshall College (Sierra Rios):

<https://marshall.ucsd.edu/academics/index.html>

Warren College (Amado Berrios):

<https://warren.ucsd.edu/academics/index.html>

Eleanor Roosevelt College (Dean Melissa Ellew):

<https://roosevelt.ucsd.edu/academics/index.html>

Sixth College (Alicia Ingold):

<https://sixth.ucsd.edu/academics/index.html>

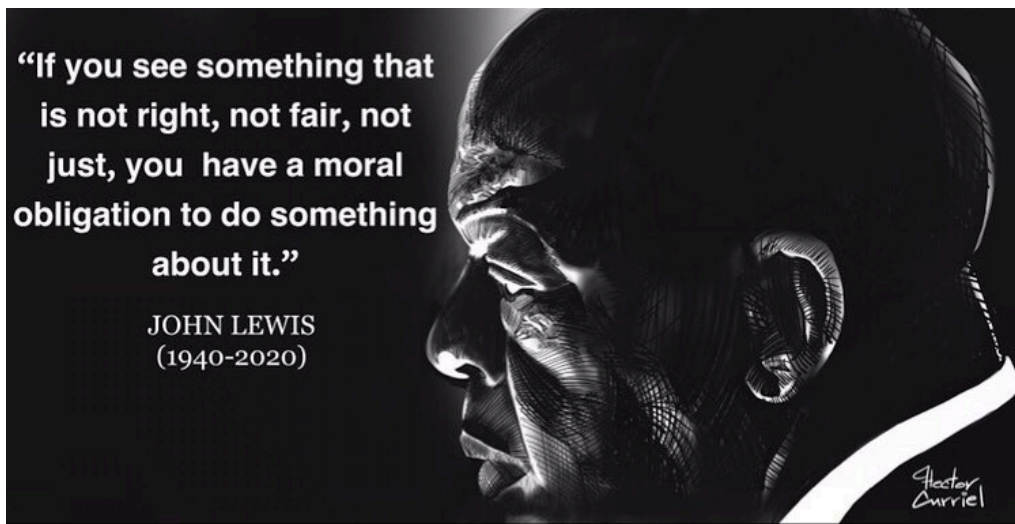
Seventh College (Vanesa de Boer):

<https://seventh.ucsd.edu/academics/index.html>

Eighth College (Mike Markulin):

<https://eighth.ucsd.edu/academics/index.html>

All eight colleges use the Virtual Advising Center (VAC) to answer student questions. You can access the VAC at vac.ucsd.edu.



Options for Self-Advocacy

Know your strengths! As a UC San Diego student, you have the agency to advocate for yourself should your experience in college academic advising not meet your expectations. Please reach out to the Dean of Academic Advising of your college through the Virtual Advising Center. Feel free to utilize the template below:

"Dear Dean <Insert Name>,

I hope you're doing well at this time. My name is <your name> and my PID is <your PID>. I recently attended <Drop-ins? Appointment? Event?> and met with one of the Academic Advisors, <the Academic Advisor's name, if you remember it>. During our interaction, <describe what happened and how it made you feel>. Let me know if there's anything that can be done about this situation <or if you have specific demands, make them>.

*Sincerely,
<Your Name>"*

Know the power of relationships! When visiting your college advising office, if you develop a meaningful connection with a college advisor(s), you can request that specific advisor(s) in the future to assist you in navigating your academic experience.



Tips for a Successful Advising Sessions

It's important to again emphasize that your relationship with academic advising services should be a partnership. As first year students we hope the table below helps inform your understanding of what you should expect with academic advising services as well as how to engage as an advisee.

How to prepare for an academic advising meeting:

Seek academic advising during crucial times as described above and/or if you are experiencing challenges that are impacting your academics.


Learn [major](#), [General Education](#), and [university requirements](#).

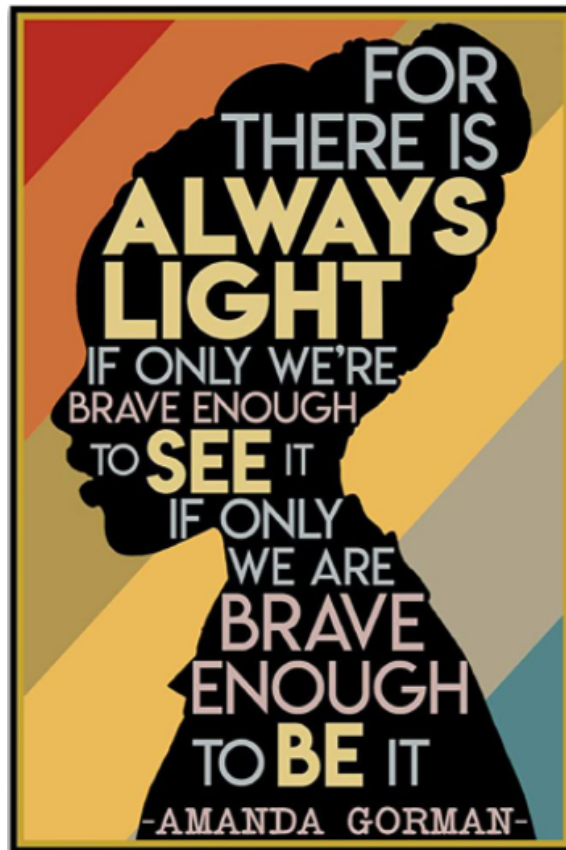
Use [Academic History](#) and [Degree Audit](#) to regularly check for accuracy and progress.

Be actively involved in the advising process by visiting their academic advisors with plans, goals, and ideas of what they want to achieve.

Make use of [campus resources](#) to support wellness and academic success.

Take responsibility for personal choices and actions that affect academic progress.





Academic Advising in the First Year

<i>Academic Quarter</i>	<i>Recommendation</i>
Fall Quarter	<p>First few weeks: Attend professors' or TA's office hours and continue to utilize discussion groups.</p> <p>Mid-quarter: Review the schedule of classes for Winter quarter.</p> <p><u>Mid-quarter: Contact your college advisor about current classes and next quarter (via the VAC or schedule an appointment).</u></p> <p><i>Highly Recommended: Visit OASIS/Teaching and Learning Commons (quarterly). Form at least one study group</i></p>
Winter Quarter	<p>Early in the quarter: <u>Follow up with college academic advisor to review first quarter experience.</u></p> <p>Mid-quarter: Review the schedule of classes for Spring quarter.</p> <p>End of Quarter: <u>Connect with major department advisor to learn about major graduation requirements plus opportunities and experiences available within the academic department/program (honors program, study abroad, major club or student organization, CCR, etc.).</u></p> <p><i>Recommended: Start working on a career roadmap with Career Center.</i></p>
Spring Quarter	<p>Before the quarter ends: <u>Connect with your college academic advisor about your academic progress and academic plan.</u></p> <p>Mid-quarter: Review the schedule of classes for Fall quarter.</p> <p>Throughout the quarter: Develop and finalize summer plans (academic and pre-professional)</p> <p><i>Recommended: Consider Summer Sessions</i></p>



University Policies

Full-Time Study: Enroll in 12 units or more for full-time status. Maintaining 12 units per quarter is especially important for students who are required to be full-time to be eligible for certain resources or eligibility (ie. students with financial aid, international students, NCAA athletes, veterans, etc.)

Grading Options: Students have the option to take courses for a letter grade or for [Pass/Not Pass \(P/NP\)](#). Please check with your college and department advisor if you are unsure if you can take a course for P/NP. No more than 25% of your total UCSD course units can be taken for P/NP. **The deadline to change your grading option is Friday of Week 6 of each quarter.**

Withdrawal: There are very [specific deadlines](#) you must be aware of when deciding to withdraw from one, or all of your courses. Please note that some lab courses will assign a “W” grade after the second scheduled lab meeting. **The deadline to drop a course with a W grade is Friday of Week 6 of each quarter.**

Part-time Study: Enroll in 10 units or less and pay reduced fees. The [part-time status request](#) needs to be reviewed and approved for eligibility. Remember, the **Part-Time Study application is due Friday of Week 2 of each quarter.**

Additional Information, Dates and Deadlines: You can find additional information, dates and deadlines on all the above policies here: [Enrollment and Registration Calendars](#)



Student Resources for Support & Learning

Dates, Policies, & Enrollment Tools

<u>Academic Calendar</u>	Find various calendars with specific important dates. Calendars include finals schedule, billing, enrollment, etc.
<u>Academic Integrity</u>	Policy on Academic Integrity of Scholarship and strategies to excel with integrity.
<u>Canvas</u>	Website used by professors to upload coursework materials, track grades and assignments, and communicate updates.
<u>Degree Audit</u>	A valuable tool for academic planning and course selection, the degree audit aligns your in-progress and completed course work with the requirements of your degree program.
<u>Financial Aid & Scholarships Office</u>	Review this website for information on financial aid and scholarships. Find how to connect with a financial aid officer and apply for UCSD scholarships.
<u>General Catalog</u>	Use this resource to find course descriptions of all courses available at UCSD. Use this as a reference tool during enrollment.
<u>Graduation Requirements</u>	Check list of all things that must be completed to graduate. Always double check with your advisors!
<u>SET Evaluations</u>	Review evaluations for courses and professors. You can also see grade breakdowns in previous quarters and how students like you have evaluated/rated courses in the past.

<u>Technical Support</u>	Help with accounts, network, & technical issues
<u>TritonLink</u>	Find advising, financial, class, enrollment tools & more!
<u>UCSD Policy on Integrity of Scholarship</u>	All academic work must be done by the person it is assigned to, without any unassigned support from others.
<u>WebReg</u>	The online database students use to enroll in new courses and make changes.

Academic Support

<u>Content Tutoring with the Teaching + Learning Commons</u>	Drop-in and online tutoring through the Academic Achievement Hub
<u>EASy Request</u>	Submit a request through the Enrollment Authorization System (EASy) for classes that can't be added or dropped using WebReg.
<u>English Language and ESL Resources</u>	Find campus resources for ESL and international students, as well as for all students who use English as a second language
<u>Geisel Library</u>	Research tools and eReserves
<u>Learning Strategies Tutoring</u>	Address learning challenges with a metacognitive approach
<u>Library Tech Rental Program</u>	Students have the ability to check out a Chrome Book laptop to use at the library during operating hours for free.
<u>Office of Academic Support & Instructional Studies (OASIS)</u>	Community-based, and culturally responsive mentoring, academic support, and professional development
<u>Supplemental Instruction with the</u>	Peer-assisted study sessions through the Academic Achievement Hub to improve

<u>Teaching + Learning Commons</u>	success in historically challenging courses
<u>Tips for Academic Success</u>	Find top tips for how to adjust to college-level academic courses, like talking with your professor and more!
<u>Writing Hub Services in the Teaching + Learning Commons</u>	Improve writing skills and connect with peer writing mentors.



Community & Well-being Resources

<u>2nd Year Experience (OASIS)</u>	Provides various support programs for 2nd year students specifically.
<u>Basic Needs</u>	Provides access to food, housing, & financial resources
<u>CARE at SARC</u>	Confidential advocacy and education office for sexual violence & gender-based violence.
<u>Center for Student Involvement</u>	Place to find information about student organizations and clubs at UCSD. Also includes Greek Life (fraternities & sororities), including <u>National Pan-Hellenic Council</u> (historically Black fraternities & sororities)
<u>Community Centers</u>	As part of the <u>Office of Equity, Diversity, and Inclusion</u> the campus community centers provide programs & resources for students & contribute toward a socially just campus. Centers include: Black Resource Center, LGBT Resource Center, Women's Center, Raza Resource Centro, Intertribal Resource Center, APIMEDA Programs & Services.
<u>Counseling and Psychological Services (CAPS)</u>	Provides confidential counseling & consultations for psychiatric services and mental health programming.
<u>Office for Students with Disabilities</u>	Documents students' disabilities, provides accessibility resources, & reasonable accommodations
	Place to find recreational activities, classes,

<u>Recreation</u>	programs, and sports. Find information about how to utilize the Rec Center and join intramural sports!
<u>Student Success Programs</u>	Includes other identity-based services like: Veterans Resource Center, Undocumented Student Services, Triton Transfer Hub, and Student Success Coaching.

Career, Post-Grad & Co-Curricular Resources

[Academic Internship Program](#)

Find internship opportunities that allow you to receive course credit at the same time.

[Career Center](#)

Go to Career Center to find information about career preparation and opportunities including resume and cover letter review.

[Handshake](#)

Log into Handshake to search for jobs, internships, and research programs! You can also find workshops from Career Center and sign up for an appointment with a career advisor.

[IDEA Student Center](#)

Engineering students, this is for you.! Your own place to find resources, opportunities and support for all things related to being an engineering major at UCSD.

[REAL Portal](#)

"Research Experience & Applied Learning" Portal. Use this resource to search for internships and research opportunities.

[Undergraduate Research Hub](#)

URH can connect you with opportunities to conduct and support research. Any major can find opportunities for research experiences at URH!



Important Definitions

American History and Institutions (AHI)	<p>Knowledge of American History and the principles of American Institutions under the federal and state constitutions is required of all candidates for the bachelor's degree.</p> <p>Refer to the UC San Diego General Catalog for how to meet AHI.</p>
College Advising	<p>Speak with your college advisor regarding your GE requirements, your DEI requirement, and other questions related to graduation that do not include your major course requirements.</p>
Degree Audit Report (DARS)	<p>Degree audits are generated by the Degree Audit Reporting System. They allow academic department advisors and college advisors to view a student's academic progress while at UCSD.</p>
DEI Requirement	<p>Diversity, Equity, & Inclusion Requirement: Course requirement for all students obtaining a Bachelor's Degree.</p>
First Pass/Second Pass	<p>Two rounds to enroll in new classes for the upcoming quarter. More specific information about First/Second Pass policies visit https://students.ucsd.edu/academics/enroll/undergraduate-enrollment/checklist.html#Enrollment-limitations</p>
GEs	<p>General Education course requirements vary by college. Check with your college advising website for more information.</p>

Major Advising	Speak with your major advisor regarding classes required by your major department. Additionally speak to your major advisor regarding co-curricular opportunities related to your major or field of study.
T+LC or TLC	Teaching + Learning Commons : place for tutoring and other academic support.
Units	The amount of “credit” you receive for each class. Classes can sometimes vary between 1 to 6 units. You need 180 total units to graduate from UCSD (review with your advisor)
VAC	Virtual Advising Center system that allows you to submit academic questions to your college and major advisors.