

WHO ARE MY ADVISORS?

Staff Advisors: Geoffrey Murry, Undergraduate Program Coordinator
Lou Cha, Undergraduate/Graduate Program Assistant

Location: 2132 Bainer Hall

Hours: Varies quarter-to-quarter, check website and appointment system for availability

Email: maeughelp@ucdavis.edu

Website: mae.ucdavis.edu/undergraduate-advising/

Appointments: appointments.ucdavis.edu

WHAT IS ACADEMIC ADVISING?

Academic advisors partner with each student to provide assistance on their academic journey. Our goal is to advocate for student success, retention and graduation by establishing purposeful academic relationships. We promote a collaborative model of advising that will equip and challenge students to develop a personalized, practical and appropriate educational plan. A productive advising partnership will enable students to envision, foster and build a foundation to work towards their goals academic and professional goals.

WHAT IS EXPECTED OF ME?

- Take ownership of your education by attending class, regular advising appointments, instructor office hours; familiarizing yourself with your degree requirements, etc.
- Regularly utilize online academic tools such as: OASIS, My Degree, Canvas, Schedule Builder, Campus Email and My UC Davis Message Center, etc.
- Prepare for advising meetings ahead of time by formulating questions, familiarizing yourself with academic requirements, drafting a 3-quarter academic plan and answering any preparatory questions prior to your appointment
- Ask for help when you need it, show initiative and make use of campus resources such as the Student Academic Success Center, Student Health and Counseling Services, Residence Hall Advising Team, Student Disability Center and more (See page 2 for additional resources)
- Explore, reflect on, and identify current educational, career and life goals

WHAT CAN YOU EXPECT FROM YOUR ADVISOR?

- Listen carefully to questions and concerns
- Provide a safe and inclusive space for you
- Guide your exploration of curriculum, graduation requirements, UC Davis and College of Engineering policies and procedures, etc. to assist you in making timely degree progress
- Encourage, guide and support development of realistic goals and educational plans
- Provide information and strategies for utilizing university resources and services
- Be accessible during office hours, by telephone, or email/messaging system for advising
- Maintain confidentiality in compliance with the Family Educational Rights & Privacy Act (FERPA)

LEARNING OUTCOMES BY YEAR

	Know	Required	Recommended
First Year	<ul style="list-style-type: none"> • How to navigate and use UC Davis websites (OASIS, My Degree, Schedule Builder, Canvas) • Access campus resources (SASC, ICC, SHCS, Financial Aid) • Pass time registration • Major requirements • GE requirements • Prerequisites 	<ul style="list-style-type: none"> • Annual advising meeting • ELWR • Submission of all AP or other test scores 	<ul style="list-style-type: none"> • Attend faculty/TA office hours • Meet with a peer advisor • Explore student organizations within and outside of Engineering • Form study groups • Attend tutoring • Enroll in a First Year Seminar • Enroll in a First Year Aggie Connection
Second Year	<ul style="list-style-type: none"> • University and College of Engineering policies • Minor requirements, if pursuing • Forms and petitions, as necessary 	<ul style="list-style-type: none"> • Annual advising meeting 	<ul style="list-style-type: none"> • Attend resumé workshop or visit Internship and Career Center (ICC) for resumé feedback • Attend career fairs • Join a student organization and/or professional student chapter • Explore study abroad opportunities • Explore research opportunities and visit Undergraduate Research Center (URC)
Third Year	<ul style="list-style-type: none"> • Internship opportunities • Graduate school opportunities and application deadlines 	<ul style="list-style-type: none"> • Annual advising meeting 	<ul style="list-style-type: none"> • Participate in an internship or co-op • Participate in research • Take ENG 98: Gearing up for Grad School seminar • Obtain letters of recommendation for graduate school, take GRE • Attend graduate school workshops • Network with faculty
Fourth Year	<ul style="list-style-type: none"> • How to file for graduation and commencement 	<ul style="list-style-type: none"> • Annual advising meeting • Present at Senior Design Showcase • Complete senior exit survey • File Minor petition, if pursuing 	<ul style="list-style-type: none"> • Visit ICC; polish and update resumé • Apply for jobs or graduate school • Prepare for and take Fundamentals of Engineering (FE) Exam

RESOURCES

[OASIS students.ucdavis.edu/](http://OASIS.students.ucdavis.edu/) **Internship and Career Center** icc.ucdavis.edu/ **MyUCDavis** my.ucdavis.edu/ **Undergraduate Research Center** urc.ucdavis.edu **Schedule Builder** sisweb.ucdavis.edu **Financial Aid and Scholarships** financialaid.ucdavis.edu **My Degree** mydegree.ucdavis.edu **MyBill** mybill.ucdavis.edu **Canvas** canvas.ucdavis.edu **LGBTQIA Resource Center** lgbtqia.ucdavis.edu **Student Academic Success Center** success.ucdavis.edu **University Registrar** registrar.ucdavis.edu **Student Health and Counseling Services** shcs.ucdavis.edu **Campus Life (housing, clubs, etc.)** ucdavis.edu/campus-life