

Student Advising Checklist

This checklist is to be used to prepare you for your advising appointment in the College of Business with a Student Success Coordinator or a faculty advisor.

___ I have contacted my advisor and scheduled an appointment.

My appointment is on _____ at _____.

___ I know where my advisor's office is located. _____ Building, Office/Rm # _____

___ I have put an appointment reminder on my calendar/in my phone.

___ I know how many hours I plan to take for the term I am being advised.

___ I check my ASU email at least several times a week.

___ My address and phone number on file are accurate.

___ I have my questions prepared in advance of my appointment.

My questions are: _____

___ I have an idea of everything I need to consider when scheduling my classes such as work schedule, family commitments, morning person, night owl, athlete{practice schedule}

___ I am considering an internship or a study abroad program