

# VCU University College

## 60-Hour Advising Checkpoint

**Objective:** to monitor student's educational progress, determine academic standing, and make adjustments to educational plans.

Advising activities recommended during this advising session are included below. Check the box beside each activity after it is discussed and completed.

**Have you...**

- Updated the graduation worksheet to make sure that student is making progress of completing degree requirements in timely manner?
- Recommended major and general education courses to complete over the next year?
- Reviewed student's transcript to determine if he/she is on track to meet degree graduation requirements in the following areas?
  - 45 upper-level credit hours
  - Completion of course sequences in correct order
  - Foreign language sequence
  - Math requirements
  - Writing Intensive requirements
  - Minimum major and overall GPA
  - Computer proficiency requirement
- Examined GPA and advised student if he/she is on track to graduate with honors status (3.3 "Cum Laude"; 3.6 "Magna Cum Laude"; 3.9 "Summa Cum Laude")?
- Discussed academic performance issues based on grades received in coursework completed and classes in which student are currently enrolled?
- Discussed undergraduate research, study abroad, service learning, internship, co-op program, and other opportunities for enriching student's educational experience?
- Explored entry-level career opportunities and graduate and professional school opportunities and referred student to University Career Center?
- Reviewed graduate school admission tests information?

Summary of advising session including recommendations made to advisee:

*I agree that we discussed all areas indicated above as checked.*

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor signature

\_\_\_\_\_  
Date