

- Know your student ID number

- # Taking Flight

- ## Leaving the Nest

- Continue to consult with your faculty mentor and college advising office to select courses that match your career goals and fulfill specific degree requirements
- Use research assignments, group projects, and field experiences to expand your knowledge of the field and professional skills
- Obtain at least three strong references from your professors and/or supervisors who know your work and/or scholarly abilities
- Maintain excellence in your academic work
- If you are considering graduate school, consult your faculty mentor to discuss next steps regarding admission
- Have your resume and cover letter critiqued by a Career Center consultant
- Be able to communicate your skills, values, and interests to prospective employers or admissions committees. Be able to explain how you are different because of your undergraduate experience

Student Success Collaborative (SSC)

- BGSU**[®] | **Canvas**

Textbook Ordering

- ## Degree Audit Reporting System (DARS)



BOWLING GREEN STATE UNIVERSITY

GRADUATION PLANNER

Student Name: _____

Projected Graduation Date: _____

Academic Advisor: _____ Academic Program/Major: _____

- What are my values and how will I enact them?

- ## PRIOR COLLEGE COURSEWORK

FIRST YEAR CHART

THIRD YEAR CHART

[illegible]

What are your markers for success during college?

- ## LEADERSHIP GOALS:

1. Campus Involvement: _____
2. Internships, Co-ops, Employment: _____
3. Education Abroad: _____
4. Community Involvement: _____

SECOND YEAR CHART

[illegible]

FOURTH YEAR CHART

[illegible]

*All phone numbers begin with the area code (419)

PHONE NUMBERS AND RESOURCE GUIDE

Academic Calendar bgsu.edu/schedule	
Academic Policies	372-8441
bgsu.edu/academicpolicies	
Academic Investment in Math and Science (AIMS)	372-0563
bgsu.edu/aims	
Accessibility Services	372-8495
bgsu.edu/accessibilityservices	
ACTION	372-6562
bgsu.edu/action	
Admissions	372-2478
bgsu.edu/admissions	
Alcohol Policy Information bgsu.edu/alcoholpolicy	
Alumni & University Advancement	886-839-2586
bgsu.edu/alumni	
Athletics	372-2401
bgsufalcons.com	
BG1 Card Services	372-2741
bgsu.edu/bg1card	
BGSU Firelands	433-5560
firelands.bgsu.edu	
Bowling Green Chamber of Commerce	353-7945
bgchamber.net	
Bowling Green, City of	354-6204
bgohio.org	
Bowling Green City Police	352-2571
Bursar	372-2815
bgsu.edu/bursar	
Campus Activities	372-2343
bgsu.edu/getinvolved	
Career Center	372-2356
hire.bgsu.edu	
Center for Leadership	372-9623
bgsu.edu/leadership	

Center for Undergraduate Research and Scholarship (CURS)	372-3873
bgsu.edu/curs	
Counseling Center	372-2081
bgsu.edu/counseling	
Dean of Students	372-2843
bgsu.edu/deanofstudents	
BGSU Dining	372-2891
dineoncampus.com/bgsu	
Education Abroad and International Partnerships	372-0479
bgsu.edu/educationabroad	
Escort Services	372-8360
bgsu.edu/publicsafety	
Fact Line	372-2445
Falcon Outfitters	372-2851
bgsu.edu/falconoutfitters	
Financial Aid	372-2651
bgsu.edu/financialaid	
Fraternity & Sorority Life	372-2343
bgsu.edu/greek	
Grading Policies	372-8441
bgsu.edu/gradingpolicies	
Falcon Health Center	372-2271
falconhealth.org	
Information Technology Services	372-0999
bgsu.edu/its	
International Programs and Partnerships	372-2247
bgsu.edu/international	
Internships & Co-ops	372-2356
hire.bgsu.edu	
Language Learning Center	372-8146
bgsu.edu/llc	
Learning Commons	372-2823
bgsu.edu/learningcommons	
LGBTQ+ Resource Center	372-2642
bgsu.edu/lgbt	

Library	372-2051
bgsu.edu/library	
Multicultural Affairs	372-2642
bgsu.edu/oma	
New Student Orientation	372-0353
bgsu.edu/newstudent	
Nontraditional & Military Student Services	372-8136
bgsu.edu/ntmss	
Off-Campus Student Services	372-2843
bgsu.edu/offcampus	
Parent & Family Programs	372-2343
bgsu.edu/familyprograms	
Parents' Help Line	1-800-815-1300
Parking Services	372-2776
bgsu.edu/parking	
Pharmacy at Falcon Health Center	372-7443
falconhealth.org/services/pharmacy	
Post Office (Stampers).....	372-9633
bgsu.edu/stampers	
Pre-Professional Programs	372-8943
bgsu.edu/ppp	
President's Leadership Academy (PLA)	372-9623
bgsu.edu/pla	
Public Safety	372-2346
bgsu.edu/publicsafety	
Recreation & Wellness (Student Recreation Center).....	372-2000
bgsu.edu/recwell	

Registration & Records	372-8441
bgsu.edu/registrar	
Residence Life	372-2011
bgsu.edu/reslife	
Shuttle Information	372-0236
bgsu.edu/shuttleservices	
SMART Program	372-2011
bgsu.edu/smartprogram	
Student Athlete Services	372-7096
bgsufalcons.com	
Student Conduct	372-2843
bgsu.edu/studentconduct	
Student Employment Services	372-2865
bgsu.edu/emp	
Student Insurance	372-7495
bgsu.edu/studentinsurance	
Student Legal Services	372-2951
bgsu.edu/sls	
Student Union (Bowen-Thompson Student Union)	372-2741
bgsu.edu/union	
TRIO Program/ Student Support Services	372-2677
bgsu.edu/trio	
University Police	372-2346
bgsu.edu/police	
Wellness Connection	372-9355
bgsu.edu/wellness	
Women's Center	372-7227
bgsu.edu/womenscenter	



Advisee Responsibilities – What You Are Expected To Do

As an advisee, you have clear responsibilities in the advising partnership in order to be successful:

- Schedule regular appointments or make regular contact with advisors each semester
- Come to each appointment prepared with questions or material for discussion
- Be an active learner by participating fully in the advising experience
- Keep a personal record of your progress toward meeting your goals
- Organize official documents in a way that enables you to access them when needed
- Complete all assignments or recommendations from your advisor
- Gather relevant decision-making information
- Clarify personal values and goals and provide accurate information regarding your interests and abilities
- Become knowledgeable about college programs, policies, and procedures
- Become your own best self-advocate
- Invest completely in the educational process & accept responsibility for decisions

Advisor Responsibilities – What You Can Expect

As an advisee, you can expect your advisor to:

- Understand and effectively communicate the curriculum, graduation requirements, and university and college policies and procedures
- Encourage and support you as you gain the skills to develop clear and attainable educational plans
- Provide you with information about and strategies for utilizing the available resources and services on campus
- Assist you in understanding the purposes and goals of higher education and its effects on your life and personal goals
- Monitor and accurately document your progress toward meeting your goals
- Be accessible for meeting with you via office hours for advising, telephone, e-mail, or web access
- Assist you in gaining decision making skills and skills in assuming responsibility for your educational plans and achievements
- Maintain confidentiality

Resources:

University Catalog (<http://www.bgsu.edu/catalog/>)

The web-based catalog is an important resource for students and advisors. In addition to access to relevant BGSU academic policies and deadlines, the catalog provides current requirements for all BGSU majors and minors, or “checksheets”. It is the responsibility of the student to understand the information in the University Catalog.

DARS Report (available by logging into “MyBGSU”)

DARS is a system that allows students and advisors to access current information about the student’s academic record. In addition to providing a current degree audit, DARS allows the user to “shop around” for other majors in that it will compare current completed courses with proposed degrees to determine which courses would apply to the proposed major.

Advising Website (www.bgsu.edu/advising)

This website is a useful resource to help students understand the purpose of advisors, how to find an advisor, the student’s responsibility as an advisee, general student success tips, and frequently asked questions.

Expected Student Learning Outcomes for the Academic Advising Experience

Through the academic advising experiences at Bowling Green State University:

- Students will demonstrate the ability to make independent and effective decisions concerning their degree and career goals.
- Students will take ownership to develop an educational plan for successfully achieving their goals and select courses each semester to progress toward fulfilling that educational plan.
- Students will demonstrate an understanding of the value of the general education requirements.
- Students will utilize the resources and services on campus to assist them in achieving their academic, personal, and career goals.
- Students will make use of referrals to campus resources as needed.
- Students will be able to accurately read and effectively utilize MyDARS Report, a degree audit, in their educational planning.
- Students will graduate in a timely manner based on their educational plan.

The Role of Advising

Effective advising fosters critical thinking and informed decision making which supports meaningful living in a global society. Like teaching, advising is a learning-centered process that challenges the student to:

- clarify attainable goals,
- create effective strategies to realize personal, academic, and career expectations,
- foster independence and accountability that results from accessing and utilizing accurate information.

(Adapted from MACADA resources)

At BGSU, academic advising provides students with the opportunity to build a relationship with their advisors for the purpose of gaining assistance in planning their educational career, in learning the skills needed for academic success, and in learning how to access the variety of resources and services available to them on the BGSU campus.

Mission

BGSU advisors strive to challenge and support students to become independent and engaged citizens who are able to take responsibility for achieving lifelong educational, personal, and career goals.