

## Transfer Student Academic Advising Syllabus



*This syllabus is designed to help you plan for a successful and fulfilling academic experience. We hope that you will continue to utilize these recommendations and resources throughout your time at Warren College and UC San Diego. Warren College Academic Advising is here to assist you along the way.*

### FIRST YEAR

*Transitioning and adjusting to college academics*

- Identify your [transfer general education \(GE\)](#) status
  - Send IGETC or Partial IGETC certification to UCSD Admissions Office
  - Send an official UC/4-Year/Verified Transfer Reciprocity letter to Warren College Academic Advising
- Meet with a Warren academic counselor to review GE status
- Meet with your major department to develop an academic plan
- Improve your study habits and skills applicable to a quarter system
- Connect with one or two classmates in each course and form study groups
- Network with students and faculty within your major department
- Attend office hours with faculty and teaching assistants (TAs) and become comfortable with asking questions inside and outside of the classroom
- Review [Academic Integrity](#) and University policies and procedures
- If experiencing personal or academic difficulties, utilize resources such as [CAPS](#) and academic advising
- Begin to develop your co-curricular activities on the [Co-Curricular Record](#)

### SECOND YEAR

*Transitioning into career or graduate/professional school*

- Review your academic plan
- Meet with a Warren academic counselor and major advisor to discuss progress toward degree
- Apply for [internships](#), [research](#) (<http://real.ucsd.edu/>) and/or [study abroad](#) opportunities
- Review your degree audit and apply for graduation through the [Degree and Diploma Application \(DDA\)](#)
  - Refer to website for filing deadlines
- Prepare for and take graduate/professional school entrance exams
- Approach faculty and staff to secure letters of recommendation
- Utilize the [Career Services Center](#) to develop post-graduation plans
- Prepare for your job search by viewing the Career Services Center website:
  - Update resume
  - Practice interviewing skills
  - Attend informational interviews and networking workshops
  - Attend job and/or graduate/professional school fairs


TRANSITIONS

#### Walk-In Advising Hours (Week 3 - Finals)

Monday, Wednesday, and Friday 9:00-11:00am and 1:00-3:00pm  
Tuesday 1:00-3:00pm and Thursday 9:00-11:00am

*The hours listed are subject to change.  
See website for up-to-date information.*

#### Stay Connected

 <http://facebook.com/Earl-Warren-College-Academic-Advising>

#### Contact Us

(858) 534-4350 • [vac.ucsd.edu](http://vac.ucsd.edu) • [warren.ucsd.edu/academics](http://warren.ucsd.edu/academics)