



### Contact Information

Office: 80M-A

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Office Hours: M – Th: 9:00am – 4:00pm, Fri: 9:00am – Noon

Website: <https://cafes.calpoly.edu/academic-advising>

### Mission Statement

Cal Poly Academic Advising prepares undergraduate students to be self-directed learners and confident decision-makers, providing them with the tools to navigate their education and future successfully.

### CAFES Advising Objectives

The Academic Advisors in the CAFES Advising Center can support you in understanding:

- How to access clear, consistent, and comprehensive academic guidance that empowers informed decision-making throughout your journey.
- How personalized, developmentally focused advising can help you identify goals, navigate challenges, and progress toward timely degree completion.
- How an inclusive, welcoming advising environment can help you feel valued, connected, and supported in your academic, personal, and professional growth.

### Student Responsibilities

- **Engage actively in advising:** Meet with advisors regularly; arrive on time and be prepared to discuss your goals, questions, and challenges. Be open to feedback and communicate honestly about circumstances that may affect your academic success.
- **Stay informed and be proactive:** Keep track of your academic requirements by reviewing your Degree Progress Report each term. Understand policies, procedures, and deadlines, and seek clarification or support when needed.
- **Take responsibility and demonstrate professionalism:** Take ownership of your educational, career, and personal choices. Follow through on achieving your academic plan and accept responsibility for actions that affect your progress. Utilize campus resources and participate in opportunities across campus. Engage with your peers, faculty, staff, and the institution in a professional manner.

### Advisor Responsibilities

- **Supportive and Confidential Environment:** Provide a respectful, confidential space for open discussion of your academic, career, and personal goals, listen to your concerns, honor your individuality, and connect you with resources and opportunities that support your success.
- **Guidance and Empowerment:** Clearly explain requirements, policies, and deadlines, provide advice to navigate challenges, help you explore options, encourage you to make informed, independent decisions, and work with you to design an academic plan that reflects your goals, strengths, and interests.
- **Growth and Lifelong Learning:** Encourage self-reflection, independence, and personal development, helping you recognize the value of your education and inspiring lifelong learning.

### Recommended Resources

Academic Advising Website	<i>Transfer credit, minors, resources, etc.</i>	<a href="http://advising.calpoly.edu">advising.calpoly.edu</a>
Cal Poly Catalog	<i>Degree requirements, course descriptions</i>	<a href="http://catalog.calpoly.edu">catalog.calpoly.edu</a>
Campus Health & Wellbeing	<i>Health, counseling, and wellbeing services</i>	<a href="http://chp.calpoly.edu">chp.calpoly.edu</a>
Financial Aid	<i>Options to pay for your education</i>	<a href="http://calpoly.edu/financial-aid">calpoly.edu/financial-aid</a>
Office of the Registrar	<i>Registration, forms, and academic calendars</i>	<a href="http://registrar.calpoly.edu">registrar.calpoly.edu</a>
Office of Writing and Learning	<i>Tutoring, Supplemental Workshops, Study Sessions</i>	<a href="http://writingandlearning.calpoly.edu">writingandlearning.calpoly.edu</a>