



### Contact Information

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### 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.

### Engineering Student Services Advising Objectives

The Academic Advisors in Engineering Student Services can support you in understanding:

- **Academic Planning and Progress:** Understand your curriculum, degree requirements, and how to use tools such as the Degree Progress Report, flowchart, and Schedule Builder to plan your academic path.
- **University Policies and Procedures:** Learn key academic policies (such as Change of Major, Academic Standing, Grade Forgiveness, and Leaves or Time Off) and how they may affect your progress and options.
- **Campus Connection and Support:** Identify and utilize resources within the College of Engineering and across campus that support academic success, personal wellbeing, and professional development.
- **Inclusive and Supportive Communities:** Engage with programs like the [Multicultural Engineering Program](#) (MEP) and the [International Exchange Program](#) (IEP) to foster belonging, develop cultural awareness, and build networks that enhance your Cal Poly experience.
- **Professional and Personal Growth:** Develop skills in self-advocacy, time management, communication, and decision-making that empower you to set and achieve academic and career goals.

### 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.

Additional Resources:

