



### Contact Information

Office: Building 47, Room 36R  
Hours: Mon-Fri, 9am-12pm, 1-4pm

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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.

### CLA Advising Center Advising Objectives

The Academic Advisors in the CLA Advising Center will support students:

- Identify and interpret degree requirements and relevant university policies
- Make informed decisions that support short and long term academic, career, and personal goals
- Identify and effectively use advising and campus resources that support academic progress, well-being and success at Cal Poly and beyond
- Engage in an ongoing and collaborative relationship with academic advisors and supporters

### 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

Cal Poly Catalog	<i>Degree requirements, course descriptions</i>	<a href="http://catalog.calpoly.edu">catalog.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>
Dean of Students	<i>Personal and financial support</i>	<a href="http://deanofstudents.calpoly.edu/">deanofstudents.calpoly.edu/</a>
Multicultural Scholars Program	<i>Building community, access to resources</i>	<a href="http://cla.calpoly.edu/MSP">cla.calpoly.edu/MSP</a>
Underrepresented Students Network	<i>Creating equitable educational experiences</i>	<a href="http://cla.calpoly.edu/usn">cla.calpoly.edu/usn</a>
CLA Semester Conversion website	<i>Semester Conversion updates for CLA students</i>	<a href="http://cla.calpoly.edu/semester-conversion">cla.calpoly.edu/semester-conversion</a>