<table>
<thead>
<tr>
<th>Student Classification</th>
<th>Student Learning Goals</th>
<th>Advisor Duties</th>
<th>Learning Outcomes</th>
</tr>
</thead>
</table>
| Freshman               | ✓ During orientation, introduce students to the concept of academic advising  
  ✓ Introduce student to major specific or undecided advisor and encourage student to schedule a one-on-one advising appointment  
  ✓ How to use and understand college programs, policies & procedures  
  ✓ How to access/use university resources  
  ✓ How to navigate academic technology  
  ✓ Introduce undeclared and provisional students to advising and academic resources through the Tomas Rivera Center. | ✓ Help students discern a degree/major path based on academic strengths and personal goals  
  ✓ Communicate with students during face-to-face appointments, through emails and/or telephone  
  ✓ Review course credits earned including AP, CLEP or Dual Credit  
  ✓ Introduce degree requirements, individual course prerequisites and determine best course sequence required to declare major/minor  
  ✓ Review registration processes and university policies that impact academic progress  
  ✓ Evaluate student performance at midterm and communicate/document any concerns with student | ✓ Recognition and impact as an active participant in their academic progress and success (accountability)  
  ✓ Knowledge and understanding of 4-year program of study, degree plans and major requirements; including course prerequisites and sequences  
  ✓ Utilize university resources toward measurable academic success  
  ✓ Proficiency in utilizing academic technology (i.e. ASAP, CAPP, Blackboard, College/Advising Websites & my.UTSA.edu)  
  ✓ Knowledge of academic resources (i.e. tutoring, learning assistance, computer labs, etc.)  
  ✓ Declaration of major/minor |
| Sophomore              | ✓ What it takes to graduate  
  ✓ How to set academic and career goals  
  ✓ How to calculate GPA  
  ✓ Set timelines towards graduation (semester-by-semester plan)  
  ✓ Reaffirm the importance of graduating in a timely manner  
  ✓ Expanded knowledge of academic goals and degree requirements  
  ✓ Understand impact of and navigate academic policies/procedures for their benefit | ✓ Review forms necessary for major declaration and develop timeline and semester-by-semester plan up to graduation (45H)  
  ✓ Review course credits and grades as they apply to the student’s degree plan  
  ✓ Address any academic issues/concerns regarding degree progress and academic performance (i.e. probation, repeating courses, tutoring services, career services, etc.)  
  ✓ Encourage major declaration upon completion of prerequisites  
  ✓ Assist student in establishing their “academic footing” | ✓ Demonstrated understanding of university resources which might be applicable to them and how to access (i.e. running CAPP assessment, calculating GPA)  
  ✓ Ability to create 4-year semester-by-semester plan  
  ✓ Know how to use academic calendar  
  ✓ Declaration of major/minor |
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<td>Junior</td>
<td>✓ Understand importance of GPA ✓ Know how GPA impacts future plans (by end of Junior year) ✓ Know how to plan in anticipation of university/classroom deadlines ✓ Knowledge of graduation process and deadlines (i.e. graduation application, Texas Tuition Rebate application) ✓ Broader understanding of priorities and short/long term goals ✓ Participation and engagement in campus activities on and off campus (i.e. study abroad, SGA, internships, volunteer services, etc.)</td>
<td>✓ Solidify semester-by-semester plan up to graduation (90H) ✓ Review final course credits, permissions as they apply to complete degree requirements ✓ Address any academic issues/concerns regarding degree progress and academic performance (i.e. probation, repeating courses, tutoring services, career services, etc.) ✓ Discuss plans for finalizing graduation checklist</td>
<td>✓ Complete preliminary graduation audit process ✓ Can navigate adjustments to 4-year plan of study (i.e. course substitutions, petitions, etc.) ✓ Establish short and long-term goals</td>
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<tr>
<td>Senior</td>
<td>✓ Meet applicable university/classroom deadlines ✓ Prepare and polish career portfolio ✓ Complete last minute university requirements (i.e. final outside transcripts, CLEP, etc.)</td>
<td>✓ Assist in finalizing graduation plans ✓ Review important deadlines (i.e. submitting supporting documentation) ✓ Connect student with resources for preparedness towards future career goals ✓ Assist with professional recommendations</td>
<td>✓ Apply for graduation by university deadline ✓ Apply to graduate school ✓ GRADUATION!</td>
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