

# ACADEMIC ADVISING APPOINTMENT

NAME:

S#:

PROGRAM OF STUDY:

## QUESTIONS TO ASK:

### Resources and Policies

- What are important academic policies that I should be aware of?
- What resources at PPSC can I use if I'm having trouble in my classes?

### Major and Career Questions

- What are some resources that will help me explore different majors and careers?
- What are the prerequisites for my major?
- How do I choose my electives so they transfer?
- What are the admission requirements for my transfer college/ university program?
- How do I apply to my college/university of interest?

### Graduation

- How do I know that I'm on track for graduation?
- How do I know that I've met all my requirements for my major?
- How do I apply for graduation?
- What are some things I should consider when creating my class schedule?

### Dropping and Withdrawing from Classes

- How do dropping and withdrawing from a class differ, and what impact does each have on me?
- What are some things I should consider?

## BEFORE YOUR FIRST MEETING:

- Complete the Academic History Form at [PikesPeak/Academic-History](http://PikesPeak/Academic-History) and submit the necessary documents:**
    - Test Scores (if available)
    - High School transcripts (if graduated within the last two years)
    - Unofficial college/university transcripts (to check prerequisites)
    - **Transfer students:** Send official transcripts from other colleges to our Records Department (if applicable)
- (Full placement info available at [PikesPeak.edu/Placement](http://PikesPeak.edu/Placement))

## PREPARING FOR YOUR APPOINTMENT:

- Bring S# and myPikesPeak portal password to the appointment**
- Review any holds in Navigate** - and work on clearing them at: <https://ppcc.navigate.eab.com/app/#/dl/holdlist>
- Review your Registration Status** in your myPikesPeak portal at: <https://myportal.cccs.edu/>
- Review Degree Check and your Navigate program template** to understand what classes you need to take to complete your program and see what options you have
  - **Degree Check:** [PikesPeak.edu/Degree-Check](http://PikesPeak.edu/Degree-Check)
  - **Navigate:** [ppcc.navigate.eab.com](http://ppcc.navigate.eab.com)
- Write down any questions or concerns** you have regarding college
- Think about your commitments outside of school** and what time you will have to spend in class and working on homework



Have a question?  
Contact Academic Advising!

[advising@pikespeak.edu](mailto:advising@pikespeak.edu)



# PLANNING AND NOTES

**What is your major or career goal?**

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**What are your goals after Pikes Peak?**

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**Will you be working or volunteering during the semester? How many hours per week?**

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**What other commitments do you have outside of school?**

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**What is your plan to pay for school?**

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**What questions do you have for your advisor?**

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## No-show and Missed Appointment Policy

**A no-show, or missed appointment, is noted in the system if you:**

- Arrive more than 10 minutes late for an appointment
- Don't cancel an appointment in advance, either via Navigate or an email to the advisor

After three no-shows, you will be unable to schedule an advising appointment in Navigate and must contact your primary advisor directly via email for options.

## Notes

