Back on Track
Advising Syllabus

Advising Philosophy
Academic advisors are committed to assisting students to explore and excel in the university environment and beyond. We will encourage you to find academic areas and courses that are the best fit for you and to improve on studying and learning skills to prepare you for academic success. We believe academic advising is a collaborative process. Ultimately, you are responsible for shaping your educational experience, and effective advising can help you on your journey.

Expectations of Students
The Back on Track Program and your academic advisor expect you to:
☐ Register online for advising appointments (check-in and general) by the stated deadlines
☐ Be on time for each scheduled appointment
☐ Participate in the advising session with responses and/or inquiries as appropriate
☐ Be open to developing and clarifying your personal values and goals
☐ Keep a record of your academic progress and goals
☐ Be courteous and plan ahead (schedule appointments early and cancel or reschedule only if necessary. Minimum 24-hours before the appointment time)

Expectations of Advisors
You can expect your academic advisor to:
☐ Assist in developing an academic action plan for each term of the program
☐ Encourage and support you to keep with your learning plan and program requirements
☐ Assist you in making course selection and planning decisions
☐ Refer you to quality resources
☐ Maintain confidentiality

ADVISING OBJECTIVES & EXPECTED STUDENT OUTCOMES

Intake Advising Appointment
☐ Have clear understanding of the contents of the Student Agreement.
☐ Sign up for cohort.
☐ Know the Term Two and Three course registration restrictions.
☐ Know Term One requirements.
☐ Reflect on previous terms: what happened, why it happened.
☐ Vocalize student’s expectation(s) of the program.

Term Two Check-in Appointment
☐ Review course work and performance.
☐ Review Learning Plan and progress of student in following recommendations.
☐ Discuss any issues affecting studies.
☐ Discuss possible courses for Term Three.
☐ Student is to bring a list of at least 6 to 9 possible courses for Term Three.
☐ Advisor is to provide a final list of approved courses to register for Term Three.

Term Two End-of-Term Appointment (if Term GPA below 2.00, D, F, N grade)
☐ Review the results of the term.
☐ Review registered courses for Term Three and make adjustments as necessary.
☐ Discuss ways to improve on the results of this term.
☐ Understand the program’s expectation of the student.

Term Three Check-in Appointment
☐ Review course work and performance.
☐ Review Learning Plan and progress of student in following recommendations.
☐ Discuss any issues affecting studies.
☐ Discuss possible courses for student’s first term after the program.

Term Three End-of-Term Appointment (if Term GPA below 2.00, D, F, N grade)
☐ Review the results of the term.
☐ Understand criteria for readmission to SFU, or other options.
☐ Discuss the impact of having completed the BOT program.

General Advising Appointment (booked at student’s discretion)
☐ Have clear idea of the reason for the appointment.
☐ Check online first for an answer to your questions.
Back on Track Program - Term One (BOT 110) Checklist

All components must be completed in order to pass the BOT 110 course (Pass or Fail grade). It is the student’s responsibility to ensure that all components are registered for and completed. All registration is completed online:

https://studentsuccess.its.sfu.ca/

Please remember that the Getting Started Session and Career Sessions will occur as part of your Cohort. The dates and times of these sessions are set when you sign up for the Cohort. All other components must be scheduled by the student independently.

Cohort Components (Group Sessions)

- **Getting Started Session (2 hrs)**
  - Complete the Learning and Study Strategies Inventory (LASSI).
  - Complete a self-assessment developed specifically for BOT students.
  - Meet other students who are also in your cohort.

- **Engaging in your Career Development: Career Session Part 1 (2 hrs)**
  - The following career themes are explored: uncertainty and questioning; knowing yourself; planned happenstance; personal influences; and choice.
  - **PREPARATION:** Pre-read comic: The Adventures of Johnny Bunko: the Last Career Guide You’ll Ever Need (Pink, Daniel) on reserve at library. This is a 2-hour loan book.

- **Engaging in your Career Development: Career Session Part 2 (2 hrs)**
  - Contemplate certain occupations, and general career options and curiosities incorporating the themes from Part 1. Tips on how to take action in order to move forward with their career decision making process.

Individual Components

- **Learning Plan Development with Learning Specialist (1 hr)**
  - 1-on-1 appointment with a learning specialist at the Student Learning Commons.
  - Review the assessments from the Getting Started Session.
  - Develop a plan involving your commitment to access certain services and resources that would be the most immediately useful to you.

- **Term One (BOT 110) Canvas Course (7–10 hrs)**
  - Course Planning Module
  - Understanding & Avoiding Plagiarism Module
  - Term One Reflection Module

Additional Components (if required)

- **English Writing Assessment (1.5 hrs)**
  - Recommendation is made by the BOT advisor at Intake Appointment
  - Based on the results of this assessment, you may be required to complete an additional 4 Academic English Coaching Appointments and an online component in Term One OR take FAL X99 in Term Two

- **International Student Event (2.5 hrs) (international students only)**
  - All international students are required to attend this session.
  - Participate in activities to help better adapt to learning at SFU and connect with other international students.

- **SFU International Advisor meeting (international students only)**
  - Review the policies surrounding study permits/Visas and assess the ways in which your participation in the program might impact your study permits/Visas.