

# Advising Essentials



[www.mesacc.edu/students/advisetransfer](http://www.mesacc.edu/students/advisetransfer)  
[www.mesacc.edu/redmountain/enroll](http://www.mesacc.edu/redmountain/enroll)

Advisement: 480.461.7222 Southern & Dobson campus  
 480.654.7600 Red Mountain campus

(This section of the form is for Office Use only; Employee will code appt. info.)

Check-in Time: \_\_\_\_\_ \*

Appointment: \_\_\_\_\_  
 (Day, Date and Time)

\*Student arriving past their check-in time may be asked to reschedule.  
 Need to cancel appointment? Call advisor - see business card.

## What to Bring to your Advising Session:

- Photo ID and this Advising Essentials document and accompanying informational items/packet
- External college transcripts from institutions outside of Maricopa Colleges. Unofficial transcripts ok to bring, however, ALL official transcripts must be sent to the Admissions & Records office for official evaluation - excluding Mesa Community College (MCC).
- Placement Test results if taken within 24 hours or taken outside Maricopa Colleges
- Questions you may have for the advisor to help ensure a productive/successful advising session

## What to Expect during your Advising Session:

- Knowledgeable and friendly advisor
- Comprehensive advising session to meet your needs for success at MCC
- Clarification/Confirmation of your major and goals
- Information and selection on appropriate degree or certificate plan
- Academic educational planning to help you reach those goals
- Individual Education Completion Plan outlining class sequence toward completion of educational goals
- Unofficial evaluation of external college transcripts (outside Maricopa Colleges)
- Information on Maricopa degrees, certificates, and academic programs
- Current, accurate, and comprehensive information in alignment with your educational goals
- Information on transfer options
- Degree and/or certificate completion check
- Information on the application for degree and/or certificate process – (Graduation/Commencement)
- Financial Aid Consortium Agreement process, Financial Aid Appeals, and Maximum Time Frame requests (if applicable)
- Financial Aid Appeal requests (if applicable)

## Academic Advisors will refer you to appropriate campus/college resources to help with:

American Indian Center	Career & Re-Entry Services	Class Schedule Building & Registration
Counseling	Disability Resources & Services	Financial Aid & Scholarships
Honors   Phi Theta Kappa	Multicultural Affairs & Student Success	Service Learning
Student Life	Tutoring	Veterans Services

(Academic Advising Standards on reverse side)