

Name: _____

ID#: _____

Semester Fall 2022

Semester _____

Req	class	credits
WRTG	ENGL 101 (example)	3
	Total credits	

Req	class	credits
	Total credits	

Summer: _____

Semester _____

Semester _____

Req	class	credits
	Total credits	

Req	class	credits
	Total credits	

Summer: _____

Semester _____

Semester _____

Req	class	credits
	Total credits	

Req	class	credits
	Total credits	

Summer: _____

Semester _____

Semester _____

Req	class	credits
	Total credits	

Req	class	credits
	Total credits	

We understand that your first semester at WSU might be a stressful time with lots of information to process and remember. Getting your plan to graduation done will help reduce stress and confusion. Please follow the steps below and make sure you complete the plan prior to meeting with your advisor in the fall.

Step 1:

Familiarize yourself with University Requirements, College of Arts and Sciences Requirements, and UCORE Requirements:

- ☐ Read about the SEVEN University graduation requirements at:
<https://ucore.wsu.edu/students/graduation-requirements/>
 - What is the minimum number of credits you need to graduate?
 - How many upper level credits do you need for graduation?
 - What are the College of Arts and Sciences Requirements?
- ☐ Read about UCORE requirements at: <https://ucore.wsu.edu/students/categories-and-courses/>
 - Which UCOREs are you pre-enrolled in for the Fall semester?
 - What class would you like to take for the [DIVR] UCORE? Pencil it in on your plan.

Step 2:

How to access your Academic Requirements Report and put together your 4 year plan:


- ☐ To access your Academic Requirements Report, log into MyWSU: <https://my.wsu.edu>, select the “Academic Advising” tile to view your “Academic Progress Report”.
 - Which requirements are “Satisfied”?
 - Which requirements are “Not Satisfied”?
- ☐ Navigate to the WSU Catalog website: <https://catalog.wsu.edu>
 - Find your department in the drop down menu.
 - Select “Schedules of Studies” on the right side menu.
 - Use this 4 year plan to fill out your 4 year plan worksheet.
 - Also consider options for second majors and/or minors.

Step 3:

Locate your Advisor and schedule an appointment:

- ☐ Locate your Advisor:
 1. Log into MyWSU: <https://my.wsu.edu>
 2. Select your “Academic Advising” tile.
 3. Select “Advisors” on the left side menu.
- ☐ To schedule an appointment with your advisor:

Find your advisors’ Bookings link under the **Academic Advising** tile in **MyWSU** or by emailing your advisor.

 1. From the scheduling portal, select the appointment type you’d like to schedule (in-person or zoom)
 2. Select the date and time for which you’d like to schedule from the options available
 3. Fill in your name, WSU email address, and cell phone number (so you can receive text message notifications about your scheduled appointment)
 4. Fill in your WSU Student ID and all other required questions for the appointment type
 5. Check the box to receive text messages if you have provided a cell phone number
 6. Write down your appointment in your personal planner or 
 7. Select **Book**

- ☐ Bring a copy of your completed 4 year plan to your advising meeting.

- ☐ Questions for your advisors:

1. _____
2. _____
3. _____