

Final Checklist: Graduate Students Academic Advisement

Let's check how much you have learned so far about the U.S. academic life!

Using this self-evaluation chart to see how much you have learned as a result of these video- & Web-based activities.

- (i) Print out this checklist and use it to evaluate your progress and overall comprehension.
- (ii) Give yourself a check [✓] in the **YES!** column for each of the topics that you have learned.
- (iii) If necessary, you may go back to the activities page to check out the information that you have missed.

TOPIC	I have learned about....	YES!
1 Program Planning: Program Requirements	The role of an academic advisor	
	The purpose of a program planning	
	What a 'prerequisite' is and its importance	
	What a 'required course' is and its importance	
	What an 'elective course' is and its importance	
2 Program Planning: Elective Courses	The types of courses that students can take as electives	
	The purpose of having students take elective courses	
3 Program Planning: Degree Completion Options	What a 'degree completion option' is and its importance	
	What a 'thesis' option is and its importance	
	What a 'project' option is and its importance	
	What a 'comprehensive examination' option is and its importance	
4 Program Planning: Signing a Contract	What a 'program contract' is and its importance	
	The type of information required on the program contract sheet	
	The process the student needs to follow in order to make changes to the information entered on the program contract	
	How the student contacts the academic advisor after this meeting	
	How to keep track of all the courses to be taken while studying in the program	
5 Applying for a Master's in Business Administration (MBA)	What the MBA program is about	
	The type of information provided on the MBA program Web site	
	The admission services that are provided 'online' for applicants	
	The steps the applicants need to follow when submitting their applications for the MBA Program	
	The application filing periods for the desired quarter of admission	
	The difference between 'domestic' and 'international' applicants	
	General admission requirements (minimum GPA, GMAT and TOEFL test scores, etc.) required for 'international' applicants	