

a. **Third year class advising session.**

Time: Fall semester in students' third year – lunch time meeting.

Participants: All declared Civil Engineering majors and a departmental representative.

Tasks to be Accomplished:

1. Discuss thesis opportunities.
2. Discuss graduate school opportunities, requirements, and deadlines.
3. Conduct surveys to assess: Civil Engineering introductory courses, desired Civil Engineering electives, study abroad, social science and humanities electives, and summer experiences.
4. Discuss fundamentals of Engineering exam.

b. **Review of mid-term grades.**

Time: Following the issuing of mid-term grades by the Registrar to faculty academic advisors.

Participants: The faculty advisor meets individually with each student that received a mid-term grade. Lafayette only issues mid-term grades for grades of D or below.

Tasks to be Accomplished:

1. Discuss with each student the reason for the mid-term grade.
2. Identify possible resources for the student including tutors, counseling center, Dean's office, and others.

c. **Third year fall profile and course selection.**

Time: Fall semester during registration for spring courses.

Participants: Faculty advisor meets with each student individually.

Tasks to be Accomplished:

1. Review grades obtained in spring semester.
2. Review status of student in each course he/she is currently taking.
3. Review student's progress to date and graduation requirements
4. Discuss Civil Engineering electives and student goals.
5. Discuss possible minors and/or concentrations.
6. Select courses for spring semester and provide student with PIN number for online registration.

d. **Review of mid-term grades.** (Please see letter 'b')

e. **Third year end-of-year profile and course selection.**

Time: Spring semester during registration for fall courses.

Participants: Faculty advisor meets with each student individually.

Tasks to be Accomplished:

1. Review grades obtained in the fall semester.
2. Review status of student in each course he/she is currently taking.
3. Review the student's progress to date and graduation requirements.
4. Discuss Civil Engineering electives and student goals including professional.
5. Select courses for the fall semester and provide student with PIN number for online registration.