

Mandatory Advising Plan

University Transfer Programs (AA & AS)

Purpose and Rationale

This Mandatory Advising Plan establishes a structured, consistent advising framework for students enrolled in the University Transfer – Associate of Arts (AA) and Associate of Science (AS) programs at Mid-State Technical College.

Due to the variability of transfer institution requirements, intended majors, and articulation pathways, mandatory advising is necessary to support timely completion, minimize excess credits, and promote successful transfer outcomes.

Scope and Applicability

This plan applies to all students formally declared in the University Transfer – AA or AS programs, including new, continuing, and readmitted students.

Mandatory advising is required at defined milestones and prior to registration for selected terms. Advising compliance will be enforced through registration holds.

Advising Model

Mid-State utilizes a proactive, developmental advising model consistent with the Mid-State Advising syllabus. Advising is a shared responsibility between advisor and student, with an emphasis on Degree Map development, informed decision-making, and transfer readiness.

Advisor Roles and Expectations

Advisors assigned to University Transfer students are expected to:

- Identify career goals and major exploration
- Interpret and communicate program requirements
- Support development and maintenance of individualized Degree Maps
- Provide guidance on course sequencing and transfer alignment
- Monitor academic progress and SAP
- Refer students to appropriate campus resources
- Document advising interactions consistently and accurately

Student Expectations

Students are expected to actively engage in the advising process, attend required appointments, and take responsibility for course registration and academic decisions.

Mandatory Advising Milestones

Required advising touchpoints include:

- New Student Advising
- Each semester before registering for next term

Advising Content Standards

Advising sessions should address, as appropriate:

- Educational, career, personal, and transfer goals
- Program, course sequencing, and graduation requirements
- Transfer institution, intended major, and major-specific requirements
- Academic performance, progress, strengths, and opportunities
- Continued career exploration and future goals
- Outside obligations
- Well-being, sense of belonging, and engagement in the college community
- Strategies and resources to support success
- Development of clear next steps

Assessment and Continuous Improvement

Advising effectiveness will be evaluated using metrics such as retention, completion, transfer outcomes, and student feedback. Findings will inform continuous improvement efforts.

Training and Professional Development

Advisors supporting University Transfer programs participate in ongoing training related to transfer pathways, articulation updates, and advising best practices.

Governance and Review

This plan is maintained by Advising Services in collaboration with Academic Affairs and is reviewed annually.

Effective Date: October 5, 2026

Last Reviewed: July 22, 2026