CHARTING YOUR STUDENT’S SUCCESS

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SCHOOL of PUBLIC AFFAIRS
AMERICAN UNIVERSITY • WASHINGTON, D.C.
PREPPING FOR THE JOURNEY

Registration:
- Online Math Placement
- Pre-Registration Planner is Submitted
- Language Placement Exams (if needed)
- Credit by Exam – AP/IB

Eagle Summit – congrats on completing this!

Participate in Welcome Week activities
The First Year

- Encourage your student to meet with their Academic Counselor & Professors – should occur every semester

- Become familiar with the resources (offices) available (use all 4 years)
  - Academic Support & Access Center (ASAC)
  - Writing Center
  - Math & Stats Tutoring Lab
  - Counseling Center
  - Dean of Students

- Encourage exploration of majors & career interests

- Get Involved!
  - SPA Academic Welcome – Friday before classes begin
  - Student Involvement Fair – within the first couple of weeks
The Second Year

- Officially declare the major with their academic counselor
- Develop an academic plan that completes all degree requirements needed for graduation; include major concentrations, double majors, minors
- Decide about studying abroad (just over 70% of AU students do, about 50% of SPA students do)
- Start planning for credit-bearing internships (quality over quantity)
- Explore undergraduate research opportunities
- Continue getting involved but think about running for office, applying to be an RA or OL, joining a fraternity/sorority, etc.
The Third Year

• Update the academic plan based on any changes

• Study abroad (if you are planning for this)

• Complete a credit-bearing internship (quality over quantity)

• Complete an undergraduate research project – maybe in a group

• Continue involvement & leadership opportunities

• Develop a professional network – attend a career fair and/or networking reception

• Begin planning for post graduation plans - graduate/law school entrance exams
The Fourth Year

- Finalize all academic plans & make sure all requirements will be complete with academic counselor so that you can apply for graduation

- Complete a credit-bearing internship (quality over quantity)

- Complete/present an undergraduate research project – consider individual project

- Continue developing your professional network

- Continue working on post graduation plans – apply for jobs, apply for graduate/law school, etc.

- Apply to be the Undergraduate Student Speaker at Commencement

- GRADUATE!
# Parent & Family Checklist

<table>
<thead>
<tr>
<th>Topic</th>
<th>Information</th>
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<tbody>
<tr>
<td><strong>Tuition Insurance</strong></td>
<td>Must submit the application before the first day of classes</td>
</tr>
<tr>
<td><strong>Academic Calendar</strong></td>
<td>Add/Drop, last day to drop a class &amp; change a grade type, Registration, final exams, breaks</td>
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<tr>
<td><strong>Academic Integrity Code</strong></td>
<td>Forming your own thoughts &amp; arguments and citing when you use other sources</td>
</tr>
<tr>
<td><strong>Academic Regulations</strong></td>
<td>Degree requirements, Freshman Forgiveness, Academic Standing, Interruption of studies</td>
</tr>
<tr>
<td><strong>FERPA</strong></td>
<td>We may not be able to give out information, but we can always take it in. Portal access is not the same thing.</td>
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