

2-Year Master's Advising Plan

Students and advisors should meet early to discuss the 2-year advising plan. All students will have different needs, but meeting regularly (i.e. monthly or a couple times a semester) with advisors is a great way to start building the relationship.

Year 1: Fall Semester

- Within the first month of classes set up recurring meetings with your advisor (recommended: monthly) During this first meeting:
 - Review the role of an academic advisor and discuss the scope of their guidance.
 - Review your resume with advisor. Discuss career goals and skills or experiences you want to gain in your degree program to position you to meet your goals.
- Develop a Plan of Study with your advisor in October before Spring registration opens (come with a draft plan of study already prepared to present after reviewing sample plans and consulting with the GPC). Email the draft plan of study to your advisor before the meeting. Outline the classes, events, and milestones that you expect to complete each semester during your program of study (understanding that updates may happen). When complete, forward to GPC for approval.
 - Does the plan of study deviate from the recommended plan of study? Are there recommended substitute courses that you want to take that can replace requirements or do you feel that a course should be waived due to prior experience or coursework? If so, additional approvals will need to be obtained and the GPC will coordinate that process.
 - Have you ensured that the draft plan meets all requirements, and that the courses are generally offered in the semesters in which you have listed them?
 - Develop a student opportunities plan. Go over assistantships, community contacts to network with, Graduate College resources, CPH student org. events that would be useful, etc.
- Look into the work of other faculty in the college, and consult with your advisor to learn more about their area of research.
 - Is there anyone in the college (or outside of the college) who is doing work you are passionate about? If so, reach out to them and ask to meet them.

Year 1: Spring Semester

- Discuss funding assistance based on interest. Ask advisor advice on best people to work with and ways to contact them.
 - Update resume to include first-semester experience, competencies gained, and skills achieved to be prepared to send to faculty.
- Review plan of study with your advisor before early registration opens for next fall. Email a copy of your approved plan or updated plan to your advisor before the meeting.

- Do any updates need to be made or is everything still looking on track towards the targeted graduation term?
- By middle of spring semester develop summer plan, if applicable.
 - For MS thesis students, discuss thesis topic and committee members and start putting together the committee. A thesis can take several semester to complete and it is advisable to being identifying topics even in the first semester.
 - For MS non-thesis students, discuss plan for preceptorship. This often takes more than one semester, so it is often advisable to start in the fall. Preceptorships may span multiple semesters. Plans should be in place no later than fall of year 2.
- Discuss with advisor/GPC what has gone well and what barriers you encountered during your first year in the graduate program.
 - Discuss potential ways to take advantage of what went well and how you can overcome those barriers in year 2.

Year 2: Fall Semester

- Review last year's meeting schedule. Should the schedule be adjusted (should you meet more or less frequently)?
- Review student opportunities plan with your advisor and GPC for upcoming year.
 - Which events/programming were missing from last year?
- Review plan of study with your advisor before spring semester registration.
 - Do any updates need to be made or is everything still looking on track towards the targeted graduation term?
- For MPH students, discuss opportunities with your advisor for the Applied Practice Experience (while consulting with Jeanie Kimbel)
- For MS students, finalize thesis or preceptorship plans.
 - Master's thesis students should submit a thesis prospectus no later than this semester.
 - Preceptorship students should have a plan for their prospectus no later than this semester.

Year 2: Spring Semester

- Review and discuss with your advisor the progress you've made during the Applied Practice Experience, internship, preceptorship, capstone, etc.
 - Review the deliverables from these experiences including the poster session requirement (if applicable).
- Discuss with advisor and GPC what has gone well and what barriers you encountered during your time in your master's program.
- Discuss with your advisor and GPC ways your advisor/department can continue to provide guidance in your job search

