

Middle Georgia State University
Bachelor of Social Work (BSW) Program
Advising Agreement

First Name: _____ Last Name: _____ MGA Student ID # _____

Your advisor's job is to review the required plan of study for the BSW program with you, offer an opportunity for you to ask questions, answer your questions, offer you academic advice, and refer you to the appropriate places for help. The ultimate responsibility for understanding and implementing your education plans and making decisions about your education and career goals rests with you - the individual student. While your advisor will work collaboratively with you and will work to stay current with your progression, remember that you are the one who will ultimately experience challenges if you do not 1) inform your advisor of any academic challenges you experience including a failing grade in a course, a grade lower than a C in any required social work prerequisite, core course or elective, 2) meet with an advisor in person every semester and 3) register for your courses in sequence with the BSW program of study.

Students are responsible for:

- 1) Knowing the requirements for the core curriculum, BSW program admission requirements, the BSW academic program of study;
- 2) Adhering to the BSW plan of study;
- 3) Monitoring their own progress within the program and toward graduation;
- 4) Meeting with their assigned social work advisor each semester, during the scheduled advising week, to review their progression and to address any questions or concerns;
- 5) Being prepared for advising sessions (for example, bringing a list of questions or concerns, having a tentative schedule developed, and/or being prepared to discuss interests and goals with the advisor and bringing the advisement guide); and
- 6) Registering for their courses and notifying their advisors of any anticipated or experienced holds, registrations errors or other concerns.

Advisors will:

- 1) Help students clarify their values, goals, and potential;
- 2) Help students understand the nature and purpose of a college education;
- 3) Provide accurate information about educational options, requirements, policies, and procedures;
- 4) Help students plan educational programs consistent with the requirements of their degree program and with their goals, interests, and abilities;
- 5) Assist students in the continual monitoring and evaluation of their educational progress; and
- 6) Help students locate and use the many resources of the university to meet their unique educational needs and aspirations.

****To help ensure your successful completion of the courses you need in order to graduate in a timely manner, you are advised to do the following: (Please initial each line)**

- _____ I will check my degree audit on the computer (in SWORDS) at least one time each semester.
- _____ I will meet with my advisor at least one time each semester during advising week and will come prepared to that meeting with an understanding of the courses I need to take for the following semester and my advisement guide. If I choose not to follow my advisor's recommendations, I will accept responsibility for my choices.
- _____ I will become familiar with general education studies and social work major requirements and will use both check sheets to make sure I am taking the correct courses. I will always bring along my Advisement Guide anytime I meet with the advisor.
- _____ I will schedule an in-person appointment to meet with my social work advisor regarding advisement.
- _____ I understand that in order to accumulate the 120 credit hours required for graduation or graduate in four years, I need to take a minimum of 15 credit hours a semester or make up the difference during summer sessions. If I transferred, I will use the list of the number of hours accepted by MGA to determine the number of credit hours I need to take in a semester.
- _____ I understand that dropping a course during the semester without consulting with my advisor may create future scheduling difficulties for me.
- _____ I also understand that I must have the required prerequisites for all core curriculum, Area F and General Elective courses and that upon formal admission into the BSW program I must take core social work courses according to the progression policy.

Student's Signature _____

Date _____

Advisor's Signature _____

Date _____