MY FIRST YEAR AT

YOU’VE GOT THIS

Advising at Eastern Florida State College
MEET YOUR ADVISOR

Welcome to EFSC! We are excited you are joining the EFSC family and starting another chapter in your life.

I Am Here.

I am ________________________________, your Academic Advisor. While you’re here at EFSC, I hope to become a VIP in your college life.

I am here to help guide you along the way and ensure you reach your goals. If you take the time to build a strong relationship with me, you will find you have an amazing advocate on your side. Your own personal cheerleader!

Aside from encouragement and support, I’m also here to:

- Assist you with the registration process
- Help you build your schedule
- Create your Academic Plan
- Prepare you to transfer
- Connect you with valuable resources

My 5 Success Tips for You!

1. **Visit me regularly**: Don’t wait until registration opens each term – save time by planning ahead. To make an appointment, simply send me an email or call me using the content on my business card.

2. **Learn the tools available to you**: myGPS, myEFSC, Canvas and Titan Email are vital for you to succeed. Learn more about these tools on the next page.

3. **Communicate with your instructors**: Whether you are struggling with the content, going through personal issues that are impacting your performance or simply have questions – communicate with them.

4. **Set goals with the end in mind**: Where do you want to be in one year? Four years? There are many paths you can take on your journey. Visit page three to learn more.

5. **Apply for and understand your financial aid**: Major changes, withdrawing from classes and poor grades can affect your financial aid. Stay on top of it! Learn more at easternflorida.edu/go/aid. Learn financial aid lingo on page four.

YOUR SUCCESS = OUR SUCCESS
EVERYTHING STARTS WITH myEFSC
A single sign-in portal for all your EFSC needs!

How Do I?

Check “Holds” on My Account:
From myEFSC – Select EFSC Titan Web > Student Services > Student Records > View Holds

Register for Classes:
Find a course at easternflorida.edu/go/courses and make note of the five-digit CRN. This # is unique to your selected course, campus, class day and time. From myEFSC – Select EFSC Titan Web > Student Services > Registration > Add/Drop/Withdraw Classes > Term > click Submit > Enter CRN(s) > click Submit Changes.

Check My Financial Aid Status:
From myEFSC – Select EFSC Titan Web > Financial Aid Services Check your Overall Status, Eligibility and Award information by clicking on the appropriate link and following the instructions.

Apply for Scholarships:
From myEFSC – select Titan Awards. The Titan Scholarships online system is only open during certain times of the year. Check easternflorida.edu/go/scholarships for more information.

Get a Parking Permit:
From myEFSC – select EFSC Titan Web > Student Services > Parking Permits > Request a Permit > either select a vehicle already registered or add a new vehicle then click on Request Permit
BEGIN WITH THE END IN MIND

Whether your goal is to earn a college certificate or go to a university, there is more than one path to success.

ENTER WORKFORCE

Building My Pathway

My end goal is to _________________________________.

Certificate  Associate’s  Bachelor’s  Graduate Level

+/1 Year  2 Years  4 Years  5+ Years
DEGREE TYPES

Associate in Arts Degree (AA): A two-year degree in general education designed for transfer to a university. This degree requires a minimum of 60 credit hours and a cumulative GPA of 2.0.

Associate in Science Degree (AS): A two-year technical degree designed to gain skills to prepare to enter the workforce. This degree contains some general education coursework that is transferable.

Bachelor of Applied Science (BAS): A four-year degree designed to accommodate the unique demands for entry into and advancement within specific workforce sectors.

College Credit Certificate: Short-term career education program that is part of an AS degree. Career and Technical Certificates (CTC) are also available to prepare students for entry level employment in specific career fields.

Limited Access Program: A program in which student enrollment is limited due to space, equipment, faculty limitations or other limitations. May require a separate application.

Meta Major: Meta Major: A broad category of study. There are eight Academic Pathways (or Meta Majors) defined by the State of Florida; and our programs are organized in these pathways.

Specializations: Tracks that offer unique coursework to help you meet your career and academic goals within certain degrees.

Terms: The length of time that you take a college class. This word is used interchangeably with Semesters. See the example on page five for Fall and Spring Terms.

Transfer: 2+2 Pathways - Students who earn a two-year Associate in Arts Degree at EFSC are guaranteed admission into one of the state’s 12 universities to complete a four-year baccalaureate degree. EFSC’s Transfer GPS (Graduation Pathway for Success) and FloridaShines.org are designed to prepare students for transfer to a Florida public university or college.

For more help with terminology, visit easternflorida.edu/go/glossary
PLANNING YOUR SCHEDULE
“The key is not to prioritize what’s on your schedule, but to schedule your priorities.” - Stephen Covey

My First Semester

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<th>Course Subject</th>
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How to Read Course Listings

**Course Name**: Identifies a specific course by its name as listed in the Course Description Catalog.

**Credit Hours**: Courses taken in college are measured in credit hours. Classes are offered in 1-5 credit increments.

  Example: ENC 1101 (English Composition Course) = 3 credit hours

  AA Degree (Associate in Arts Degree) = 60 credit hours

**CRN**: Course Reference Number - Course reference number is the unique 5-digit number that identifies a course. You will need the course CRN to register online.

**DAYS**: Days of the week a class meets.

M - Monday | T - Tuesday | W - Wednesday | R - Thursday | F - Friday | S - Saturday

**Hybrid Class**: A course that meets both on campus and online. Typically, a hybrid course will meet 50 percent of the time in the classroom and 50 percent online.

**Location of Class**: The location of your class is based on the campus and can be identified in the course section number. Example: ENC 1101 70C  C = Cocoa

  C - Cocoa | M - Melbourne | B - Palm Bay | T - Titusville | Z - Online

**Term Options (Fall & Spring)** See the website for Summer Term options

- 16 Week (Full Term)*
- 12 Week (Session I)
- 12 Week (Session II)*
- 8 Week (Minimester A) 8 Week (Minimester B)

*Online classes available
PLANNING YOUR SCHEDULE
“A goal without a plan is just a wish.” - Antoine de Saint-Exupéry

My Second Semester

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Registration Terminology

**Add and Drop:** Students may drop courses from their class schedule and/or add other courses through the date published in the Academic Calendar.

**Late Fee:** A non-refundable late registration fee will be assessed to all students registering in a term after the first published fee due date. Students will be assessed a one-time, per semester, $50 late registration fee for initial registration or adding courses during this time.

**Holds:** Holds may be placed for a number of reasons including outstanding admission requirements, unpaid financial obligations or an incorrect address. Certain holds can prevent registration. If the message center tells you that you have a hold - or if you can't register because of a hold – visit easternflorida.edu/go/holds for a guide to determine the type, what it means and how to resolve it.

**Prerequisite:** Sometimes courses require students to have a certain level of knowledge before registering. For example, you must take ENC 1101 Composition 1 before you can register for ENC 1102 Composition 2. Thus, ENC 1101 is the prerequisite for ENC 1102.

**Withdrawal:** Students may withdraw from courses during a term, but there are established procedures and deadlines for doing so. The College Catalog and/or College website specifies the procedures. Written approval from a college official may be needed, and some fees must be paid.

**Catalog Year:** The catalog year at EFSC starts every August. The academic year catalog is posted online each July 1, impacting program terms starting in August through June of the following calendar year.
YOUR NEXT STEPS
You’re almost there!

☐ SET UP AND CHECK YOUR TITAN EMAIL
  • To access your email, click on the “EFSC Logins” dropdown on the EFSC home page and select “Student Email”. You can also access email with myEFSC (pg. 2).

☐ CHECK THE MESSAGE CENTER
  • Check the Message Center frequently for important information (pg. 2).

☐ REGISTER FOR CLASSES
  • Log into myEFSC to register (pg. 2).
  • Visit easternflorida.edu/go/courses and search for courses.

☐ PAY YOUR FEES
  • Access the online payment system through myEFSC. Once logged in, click the “Pay My Bill” button in the Account Summary section. (Note the fee due date each semester)
  • The Cashier offices only accept Cash or Check payments at their locations. Online payments can be made by check or credit card. (Note: a 2.75% convenience fee will be charged for credit card payments)
  • Learn about payment plan options with Nelnet at any Cashier’s Office.

☐ GET YOUR STUDENT ID & PARKING DECAL
  • For your ID: Student ID cards are available at any EFSC Campus Security Office for free by presenting your class registration and a photo ID. This ID also serves as your library card.
  • For a parking permit: A student parking permit costs $40 plus tax. Initially, a temporary permit is generated online. It must be exchanged at your Campus Security Office for an annual parking permit.

☐ BUY YOUR BOOKS
  • Bookstores are located on all four campuses. Bring a copy of your schedule to any campus bookstore or visit easternflorida.edu/go/bookstore
  • If you qualify for a book voucher, it will be listed in your Message Center and you can go to the bookstore to buy books. Visit easternflorida.edu/go/bookvoucher for more information.

☐ ACCESS CANVAS
  • Complete Canvas orientation to access your classes before the start of term (pg. 2).

☐ GO TO CLASS
  • Visit easternflorida.edu/go/tour for a schedule of upcoming campus tours. You can also explore a campus by taking a virtual tour or accessing the downloadable map.

Additional Items Recommended by My Advisor: