

PROGRAM MILESTONES

Program Milestones

For each semester, please follow the guidance below for success at COD.

First Semester (or 0-15 credit hours)

Pertaining to Educational Planning (Advising) complete the following:

- Clearly understand the add/drop process and refund policy (<https://www.cod.edu/costs/refunds/>).
- Schedule an appointment (https://www.cod.edu/student_life/resources/counseling/) with your counselor or program advisor to develop your one-year academic plan.
 - Confirm your program.
 - Discuss career and transfer options.
 - Review/learn program map.
- If undecided, discuss career exploration (https://www.cod.edu/student_life/resources/counseling/career-counseling/) with a counselor.
- Register (<https://www.cod.edu/registration/>) for next semester!
- Sign up for payment plan (<https://cod.edu/paymentplan/>) if applicable (review payment plan policy (<https://cod.edu/paymentpolicy/>)).

Actively engage with the following support systems for your success:

- Engage, connect, and learn by exploring student clubs and organizations.
- Utilize student support services (p. 1).
- Become familiar with the campus, your course schedule, and Blackboard.
- Review current course syllabi:
 - Evaluate workload required to be successful in your courses.
 - Obtain required textbooks/materials for class use.
 - Understand the grading system and deadlines outlined.
 - Identify best time and method of contact for each of your instructors.
- Plan to log into Blackboard and monitor your COD email at least 3 times each week.
- Complete FAFSA (if applicable for next academic year).

Second Semester (or 15-30 credit hours)

Pertaining to Educational Planning (Advising) complete the following:

- Be able to interpret a degree evaluation from Student Planning. Meet with your faculty advisor, counselor, or program advisor for assistance. If you are unsure who to meet with, contact counseling (https://www.cod.edu/student_life/resources/counseling/academic-advising/).
- If still undecided, make an appointment (https://www.cod.edu/student_life/resources/counseling/academic-advising/) with a counselor to discuss career assessments.
- Once program is determined, identify and contact a faculty advisor listed on the program map to schedule your next advising appointment.
- Review/check progress (<https://cod.edu/registration/records/>) toward your degree or certificate.
- Know your registration/refund/withdrawal date(s) (<https://cod.edu/registration/student-registration-calendar-2022.aspx>) and register early!

- Begin researching transfer institutions and transfer schools' websites.
 - <http://www.transferology.com>
 - <https://cod.edu/transfer> (<https://cod.edu/transfer/>)
- Attend transfer institution table visits/transfer fairs and plan a visit to a transfer school.
- Register (<https://cod.edu/registration/>) for next semester!

Actively engage with the following support systems for your success:

- Explore scholarship opportunities (<https://cod.edu/costs/scholarships/>).
- Develop job search documents (i.e., resume) and identify internship opportunities via Career Services Center.
- Utilize student support services (p. 1) as needed.

Third Semester (or 30-45 credit hours)

- Review progress toward your degree or certificate. Meet with your faculty advisor, counselor, or program advisor as appropriate. If you are unsure who to meet with, contact counseling.

Fourth Semester (or 45+ credit hours)

- Meet with your faculty advisor, counselor, or program advisor as appropriate. If you are unsure who to meet with, contact counseling.

Helpful Student Support Services

- Career Services Center
- Center for Access and Accommodations
- Center for Diversity and Inclusion
- Center for Student Success
- Counseling, Advising, and Transfer Services
- The Library
- Office of Student Financial Assistance
- Office of Student Life
- Records Office
- Registration Services
- Student Help Desk
- Testing Center
- The Tutoring and Academic Support Center
- Veterans Services