

Advising Roles

Your Faculty Advisor

- Freshmen, Sophomores, Juniors, and Seniors are encouraged to meet with their assigned faculty advisor for faculty advising.
- The faculty advisor will provide in-depth information on 3000-4000 upper-division major required core courses, the major elective requirement, and the capstone requirement to junior and senior standing students.
- The faculty advisor will advise students on additional graduation requirements such as the three GPAs which require a 2.0 to graduate (CPP, cumulative, and major core GPA) and the 120 cumulative units needed to graduate.
- Students who meet with an assigned faculty advisor are required to bring a printed copy of the Degree Progress Report (DPR) or bring an electronic device such as a laptop to access the DPR to review the 3000-4000 upper-division major required courses, the major elective requirement, the capstone requirement, and the three GPAs which require a 2.0 to graduate (CPP, cumulative, and major core GPA) and the 120 cumulative units needed to graduate.
- Students can learn how to access the DPR by visiting the following the link.
<https://www.cpp.edu/~collins/current-students/academic-success.shtml>

Retention & Graduation Specialist (Kortnee Burrell, M.Ed.)

- The role of the Retention and Graduation Specialist is to provide students (last name A-G) with academic advising. If the Student Advising Coordinator is not available to meet with students last name H-Z, the Retention and Graduation Specialist will meet with these students.
- The Retention and Graduation Specialist provides academic advising to students in good standing (last name A-G) and all students considered at-risk, on probation, and on Probation with Contract regardless of last name on the following:
 - Lower-Division & Upper-Division General Education Requirements
 - Lower-Division Major Core Requirements
 - Unrestrictive Electives
 - Petitions (Retroactive Withdrawal)
 - Academic Policies
- The Retention & Graduation Specialist will advise students on additional graduation requirements such as the three GPAs which require a 2.0 to graduate (CPP, cumulative, and major core GPA) and the 120 cumulative units needed to graduate.
- All students considered at-risk, on academic probation, or on Probation with Contract must meet with the Retention and Graduation Specialist regarding having the At-Risk/Low-Good Standing, Probation, and Probation with Contract holds removed.

- The Retention and Graduation Specialist provides academic coaching such as teaching students time management and study skills.
- Students who meet with the Retention and Graduation Specialist are required to bring a printed copy of the Degree Progress Report (DPR) or bring an electronic device such as a laptop to access the DPR to review degree requirements.

Student Advising Coordinator (James Yokoyama, M.S.)

- The role of the Student Advising Coordinator is to provide students in good standing (last name H-Z) with academic advising. If the Retention and Graduation Specialist is not available to meet with students last name A-G, the Student Advising Coordinator will meet with these students.
- The Student Advising Coordinator will advise students on the following:
 - Lower-Division & Upper-Division General Education Requirements
 - Lower-Division Major Core Requirements
 - Unrestrictive Electives
 - Petitions (Retroactive Withdrawal and General Academic Petitions)
 - Academic Policies
- The Student Advising Coordinator will advise students on additional graduation requirements such as the three GPAs which require a 2.0 to graduate (CPP, cumulative, and major core GPA) and the 120 cumulative units needed to graduate.
- Students who meet with the Student Advising Coordinator are required to bring a printed copy of the Degree Progress Report (DPR) or bring an electronic device such as a laptop to access the DPR to review degree requirements.

*The Retention and Graduation Specialist and the Student Advising Coordinator will conduct graduation checks for junior and senior standing students and follow-up with them regarding progress toward graduating from CPP.