



# NEW YORK CITY COLLEGE OF TECHNOLOGY

## Six Steps to Prepare for Academic Advisement with a Faculty Advisor

1

Locate an Advisement Worksheet from your department or [College Catalog](#).

2

Log into [DegreeWorks](#). Identify degree requirements to be met and courses “still needed.” For help with DegreeWorks [Click here](#).

3

Use the advisement web page to find “[General Education Common Core](#),” “[Writing Intensive Courses](#),” “[Interdisciplinary Courses](#),” and other degree requirements.

4

Download “[My Academic Career Planner](#)” from the [Academic Advising](#) web pages.

5

Fill in the My Academic Career Planner with the courses “still needed.”

6

Make an appointment with your academic advisor. Bring your complete “My Academic Career Planner” and the current degree audit to the meeting. See an Academic Advisor. Bring your questions!