



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 the [City Tech Catalog](#).

2

Log into [DegreeWorks](#). Identify degree requirements to be met and courses “still needed.” For help go to the [DegreeWorks FAQs](#).

3

Use the [Academic Advising](#) web pages 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 [My Academic Career Planner](#) with the courses “still needed.”

6

Make an appointment with a faculty advisor. Bring a completed [My Academic Career Planner](#) and a current degree audit to the meeting. See your advisor and bring your questions!