



## Educational Advising Center Annual Plan

Advising Center Code: MCAC-\_\_-\_\_

Location: \_\_\_\_\_

Adviser name: \_\_\_\_\_

### **I. Advising Programs (New and Improved):**

**I.A.** I want to introduce the following new programs in YYYY:

(examples: groups sessions (state topic), outreach activities, new handouts, etc.)

1.

2.

3.

4.

5.

**I.B** I need to improve or strengthen the following existing programs in YYYY:

Name of Program	Why it needs improvement	Action Plan

## **II. Advising Market:**

**II.A.** I need to reach more students from the following groups: (Check all that apply)

Undergraduate

Graduate

Scholars

Student Athletes

Academically superior students

Financially capable students (i.e., family funding, government sponsored, etc.)

Students in certain fields of study (Specify: \_\_\_\_\_).

**II.B.** List five steps you can take to attract more students to the advising center:

1.

2.

3.

4.

5.

## **III. Financing the Advising Program:**

**III. A.** What amount of money did you raise last year through cost-defrayment/income generating activities? \$\_\_\_\_\_

**III. B.** List five things you can do to help your advising program achieve greater self-sufficiency:

1.

2.

3.

4.

5.

## **IV. Advising Resources**

**IV. A.** List the advising materials you need and how you plan to obtain them:

1.

2.

3.

**IV. B.** List the advising equipment you need and how you plan to obtain them:

1.

2.

3.

## **V. Professional Development**

**V. A.** List five advising skills you would like to learn or strengthen during this year and how you plan to build these skills:

- 1.
- 2.
- 3.
- 4.
- 5.

**V. B.** Check the training/professional development program(s) you will apply for this year:

- Online Professional Development Program Advisers Training Course (PDP)
- U.S. Based Training (USBT)
- Professional Adviser Leadership Program (PAL)
- MCAC Regional Conference
- Annual NAFSA Conference (ECA and OSEAS travel grants)
- Other (specify): \_\_\_\_\_

Please return this form to REAC, with a copy to your Supervisor.