

APPLIED ENGINEERING AND TECHNOLOGIES

New Student Orientation
Student Success

Faculty Advisors

Contact Faculty Advisors each semester to ensure:

- Meeting personal, academic, and career goals
- Completing course pre-requisites or co-requisites as needed
- Taking courses in the proper sequence, follow PPG
- Create short-term and long-term plan to graduation
- Review plan to ensure student is on target for graduation

NOTE: If you have not been assigned a Faculty Advisor, contact your Program Director or Department Head listed within program website.

Self-Service

Create an Academic Plan to Graduation!

- **Instructions for Self Service:**

- <https://waketechedu.sharepoint.com/sites/WakeTechStudent/SitePages/Registration-Guide-Self-Service-Steps.aspx> is site for Registration Guide / Self Service Steps
- Follow steps for “Getting to Student Self Service”
- Then steps for “Find Your Registration Date and Time”
- Followed by “Planning a Course Prior to your Registration Date” steps
- Plan ahead and “Add a term” for future planned classes to stay on track with goals
- Click on the Advising tab at the top left (three tabs: Scheduling-Timeline-Advising)
 - Use college directory <https://www.waketech.edu/directory> for contact info

College Resources

Wake Tech provides students with a variety of resources:

- **Help Center**
 - <https://www.waketech.edu/help-center>
 - Alphabetized list of resources, locations, and phone numbers
 - Ask Me Center, Online Services, and links
- **Student Success Department**
 - <https://www.waketech.edu/student-services/student-success-department>
 - Links to Pathways Success Scholars, Volunteerism and Leadership, Fostering Bright Futures, Student Advocacy Support, and Wellness Services
- **Student Services**
 - <https://www.waketech.edu/student-services/virtual-support-center>
 - Links to Academic Advising, EagleQ, Disability Support Services, Registration and Records, and Student Success; 20 Student Resources; Military and Veteran Programs; and Career and Employment Resources

Assistance Available

Disability Support Services:

Assistance from [Disability Support Services](#) depends entirely on a student's self-identification; students must ask for assistance with disability-related issues. Information about documentation, when and where to submit forms, and the processing procedure – as well as other important information, can be found at [DSS](#).
<https://www.waketech.edu/student-services/disability-support-services/current-dss-students>

ILC Tutoring Center:

Wake Tech's Individualized Learning Center (ILC) offers a wide range of free tutoring services for WTCC students. In-person tutoring is available by appointment Monday - Friday. Online tutoring is available seven days a week. We look forward to working with you!

For ILC Online Tutoring Appointments, email or call:

- Email ILC Tutoring: [Math, Science, Writing](mailto:ilctutoring@waketech.edu) (ilctutoring@waketech.edu)
- Email CompuTutor: [Computer related online-tutoring](mailto:compututor@waketech.edu) (compututor@waketech.edu)
- Call: 919-866-6880

Grades and Attendance

Importance of a 2.0 (C) GPA:

- Must earn a grade point average of 2.0 to graduate
- Need a C average to receive Financial Aid and VA benefits
- Only a grade of C or better will transfer credit to other schools
- On target for graduation

Attendance:

- Must attend 90% of all classes/labs to get credit for a course

Performance and Attendance are important to employers too!

Student Support

Student Advocacy and Support:

[Student Advocacy and Support \(SAS\)](https://www.waketech.edu/student-services/student-advocacy) is a resource that assists Wake Tech students having difficulties with housing, child care, health insurance, legal issues, financial issues, or transportation.

<https://www.waketech.edu/student-services/student-advocacy>

Ombuds Office:

An Ombuds is an impartial resource for students, faculty, staff, and administrators. The Ombuds' function is to help visitors to the office find options for addressing concerns, resolving conflicts, and handling a variety of institutional issues as they arise, in a confidential and informal manner. <https://www.waketech.edu/about-wake-tech/administrative-offices/ombuds-office>

Wake Tech Ombuds Office

Jerry Nuesell, Ph.D

Southern Wake Campus: Building N - 131

Scott Northern Wake Campus: Building F - 301

919-866-5479

Success Workshops

Student Services and ILC Collaborative Workshops:

Practicing Success introduces students to a variety of practices to help them better manage their learning experience. Topics include learning to examine our thinking, identifying and managing underlying emotions, recognizing areas of improvement, discovering and using resources, improving in key areas, and important study habits. <https://www.waketech.edu/student-services/individualized-learning-center/workshops>

Individualized Learning Center Study Skills Center:

The **ILC Study Skills Center** assists students in developing the habits and skills to succeed in college. Topics covered are personal learning style, textbook reading, note taking, time management, group work, test anxiety, being mindful, and the “Becoming a Master Student” workshop. <https://www.waketech.edu/student-services/individualized-learning-center/study-skills>

Time Management

It is Important to Manage your Time Well:

- Students make a common mistake of “overloading” their schedule
- A full course load is equivalent to a 40 hour/week job
- Plan for 1 to 3 hours of homework and study for each hour in class/lab
- A weekly planner can help to map out all activities to identify:
 - Hours worked
 - Hours in class and labs
 - Hours doing homework and studying
 - Personal responsibilities

From your planner, how many course credit hours per week is practical?

A balanced schedule leads to less stress and better course performance.