



### Phase 1

#### Academic Advisor Training (all required)

- AAT 101: Introduction to Academic Advising **W**
- AAT 102: Academic Advising Essentials **PR W**
- AAT 111: New Advisor Orientation **PR**
- AAT 112: Student Well-Being **PR**

#### Records and Security Training (all required)

- ACS 001: Degree Audit **PR W**
- MKS 101: myKnight STAR Academic Advisor Training **PR W**
- MKS 102: myKnight STAR Academic Advisor Consultation **PR**
- PER 227: Kognito At-Risk **W**
- PSC 001: People Soft Basic Navigation **W**
- SR 100W: FERPA **W**
- SR 201W: Student Records Inquiry One **PR W**
- SR 202W: Student Records Inquiry Two **PR W**

**SSA** Completion of Phase 1 automatically satisfies Level 1: Bronze of the Student Success and Advising Certificate

#### Additional Training Recommendations

Begin attending monthly AEP meetings

Complete in **30-60 days** from start date

### Phase 2

#### Academic Advisor Training (all required)

- AAT 201: Student Populations **W SSA**
- AAT 202: Major Exploration & Career Readiness **W SSA**

#### Additional Training Recommendations

- Participate in relevant training programming from the ATD Programming Menu
- Begin work on the SSA Certificate
- Enroll in relevant Supporting Student Populations courses to your advising role
- Join NACADA, The Global Community for Academic Advising

Complete in **6 months** from start date

### Phase 3

#### Relational Skills Training (all required)

- AAT 212: QPR Suicide Prevention **SSA**
- AAT 310: Appreciative Education Part 1 **SSA**
- PER 203: Conflict Resolution **SSA**

#### Additional Training Recommendations

- DIV 008: Understanding Diversity, Equity & Inclusion **SSA (Highly recommended)**
- Participate in relevant training programming from the ATD Programming Menu
- Continue work on the SSA Certificate
- Enroll in Diversity and Inclusion course options
- Begin researching relevant conferences to attend through NACADA or other professional organizations

Apply to be a mentee in the SSA Advisor Mentoring Program

#### LEGEND

- W** Asynchronous online course
- PR** Requires a prerequisite course
- SSA** Counts towards SSA Certificate requirements

Complete in **12 months** from start date