

How to Schedule an Advising Appointment – Fall 2016

This “how to” sheet explains who the key players are in the advising process, and who to see about what. This information should reduce the number of people you must meet with in order to get answers to your questions.

To declare Psychology as your major or your minor:

Sign up for a meeting with Dr. Masnick at: <http://tinyurl.com/hofstrapsychadvising>

To declare a minor in Neuroscience: Email Dr. Elisabeth Ploran (elisabeth.j.ploran@hofstra.edu)

The key players in advisement

It’s in your best interest to read all of the descriptions below before deciding who to contact

Advisement dean (your advisement dean’s name appears at the top of your Degree Audit):

- Questions about non-psychology requirements: Distribution, Foreign language, Writing Studies and Composition.
- Questions about transfer credits (for major courses & non-major courses). If you transferred credits from somewhere else, “TR” should appear in your Degree Audit Report (DAR) in the spot where a letter grade appears for Hofstra courses. If something other than “TR” appears, your first stop should be your dean.
- You can find your advisement dean’s name at the top of your DAR.

Psychology (major) advisor: Don’t have one? Email Dr. Amy Masnick: amy.m.masnick@hofstra.edu

- Questions about Psychology requirements (e.g., You need help deciding between two classes, or you want to make sure you have satisfied all of your psych requirements for graduation). To make the most out of this meeting, first review your DAR and the appropriate Psych Major Advisement Worksheet, which you can access from the advising blog: <http://hofstrapsychadvising.wordpress.com/>.
- Questions about graduate school and careers (e.g., What is the difference between a masters, PhD, & PsyD? What types of jobs can I get with these degrees? How do I apply?). To make the most out of this meeting, first visit the Career and Graduate School Info and Advice link on the advising blog: <http://wp.me/p1pbtO-c6>. **You can also meet with other faculty members who know the nitty-gritty details of getting into grad school for specific areas of psychology (e.g., Clinical, Social, Cognition, I/O, etc.).** Schedule an appointment with one or more faculty members who has degree in the area of psychology that you are considering. To learn more about our faculty (and for their contact info) visit the Psychology department website.
- How to contact your Psychology Advisor:
 - Visit the Psych advising blog. Go to the “Most Useful Info” category. Click on “Who is my faculty advisor?” If you don’t see your name, set up an appointment so you can be assigned to one.

Program director and Assistant chair for advisement (Dr. Amy Masnick)

- Errors on your DAR (e.g., a course appears in the General Electives rather than in the Major category).
 - Problems graduating on time (e.g., you need to take a research methods seminar in the Spring but can’t find one that you are eligible for).
 - Adding a course that is closed
 - Requesting a D waiver
- E-mail Dr. Masnick at amy.m.masnick@hofstra.edu or schedule an appointment by going to <http://tinyurl.com/hofstrapsychadvising>

Internships coordinator (Dr. Elisabeth Ploran)

- Internship questions. To make the most out of this meeting, first visit the Psychology tab of the Psych Advising blog: <https://hofstrapsychadvising.wordpress.com/internship-basics/>

Chair (Dr. Craig Johnson)

- Transferring credits from “semester abroad” programs
- Change of bulletin year
- Email Dr. Johnson at craig.a.johnson@hofstra.edu