The following should be completed by the end of your freshman year:

ACADEMIC ADVISING

- Meet with your Academic Advisor for a new student advising appointment.
  Lubar Hall N297, 414-229-5271
  - In the meeting, we will discuss:
    - Your scorecard and your intended major.
    - Admission to major and Lubar School requirements.
    - Course options and registration process for spring semester.
    - Mapworks survey results and Academic Updates.
    - Important dates and deadlines.
    - General Education Requirements (GERs).
    - Schedule of classes: uwm.edu/schedule.

- Meet with your Student Success Mentor. Assigned to every incoming student, mentors engage students in a variety of campus activities and initiatives that are designed to enhance the experience of all new students.
  - ssc.uwm.edu

- Make academics a priority and accept personal responsibility for your own progress.
  - Utilize time management strategies and plan your work, study, and free time.
  - Reach out for help when you need it. Stay in touch with your advisor.
  - Find a comfortable spot to study in Lubar Hall: one of the study rooms, the computer labs, or common spaces.
  - Utilize professor and teaching assistant (TA) office hours.
  - Visit Panther Academic Support Services (PASS) for tutoring help and Supplemental Instruction courses: uwm.edu/pass.

- Investigate Business Scholars. With a focus on hands-on learning and smaller classes sizes, Business Scholars is a selective program that admits high-achieving students to all business majors.
  - lubar.uwm.edu/scholars

- Monitor your PAWS account weekly and email through Office 365 daily.
  - View your Enrollment Appointment.
  - Generate and review your Academic Requirements in PAWS. For instructions on accessing your Academic Advisement Report see advisement.uwm.edu.
  - Watch for important emails from the Lubar School and UWM.

- Ensure your finances are in order.
  - Check into Financial Aid: finaid.uwm.edu.
  - Pay tuition.
  - Apply for scholarships:
    - Lubar School: lubar.uwm.edu/scholarships.
    - UWM: scholarships.uwm.edu.

- Use lubar.uwm.edu/mylubar for Student Service resources.
CAREER ADVISING

- Meet with your Career Advisor to learn what services are available.
  
  Lubar Hall N203, 414-229-5445
  
  - In the meeting we will discuss:
    • What interests you about business.
    • Different business careers and majors.
    • Your strengths/weaknesses.
    • Development of transferable skills such as communication, teamwork, and leadership.

- Utilize career resources and attend Career Services Center sponsored events.
  
  - Register for PantherJOBS—UWM’s online system for job postings. Stop by Lubar N203 to register.
  
  - Attend the Employer Panel “How to Make an Impression at a Career Fair.”
  
  - Gather information about potential careers at the Business Career Fair in February.

- Prepare initial professional items by working with our office on the following:
  
  - Resume
  
  - Cover letter
  
  - Reference page
  
  - Begin purchasing your professional wardrobe.

PERSONAL DEVELOPMENT

- Explore interests, values and skills.
- Explore business majors and learn how to be a successful student by enrolling in Bus Adm 100 – Introduction to Business.
- Talk with family, friends, or others about options available in the business world.
- Seek out faculty and staff who can act as a positive reference or professional resource for you.
- Find a part-time job or volunteer work to gain marketable experiences for internships.
- Attend a student organization meeting and become a member.
- Value and appreciate cultural differences and diverse perspectives at work and in class.
- Consider Study Abroad opportunities: studyabroad.uwm.edu.