The Innovation Academy (IA) empowers all IA students to take ownership of their education by providing proactive and holistic advising in a supportive environment dedicated to student success. We seek to facilitate students’ personal and professional growth related to their educational and career goals by providing accurate and reliable information related to the IA minor, UF policies, and campus resources.

### WHICH ADVISOR TO VISIT:

<table>
<thead>
<tr>
<th>IA Advisor</th>
<th>Major Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ Innovation Minor</td>
<td>+ Critical-Tracking Requirements</td>
</tr>
<tr>
<td>+ IA Program</td>
<td>+ Degree-Specific Requirements</td>
</tr>
<tr>
<td>+ General Education Questions</td>
<td>+ Flexibility with Program Plans</td>
</tr>
<tr>
<td>+ Career/Personal Goals</td>
<td>+ Changing Majors/Adding a Minor</td>
</tr>
<tr>
<td>+ Help with Major Selection</td>
<td>+ Graduation</td>
</tr>
</tbody>
</table>

### STUDENT LEARNING OBJECTIVES

+ Understand who are your advisors
+ Know when to meet with your major advisor vs IA advisor
+ Can identify advisors’ office hours & locations
+ Understand the registration process
+ Understand Drop/Add
+ Be proactive with your education
+ Know IA courses sequencing
+ Know where to find your 8 Semester Plan
+ Understand how to identify holds and resolve them
+ Make progress toward graduation and career goals
+ Demonstrate knowledge of university policies

### When to see your IA advisor:

+ At least once per semester
+ IA minor/program questions
+ To discuss your Academic Plan
+ Discuss IA Holds
+ Learn about study abroad/internship options
+ Discuss Innovation Minor
+ Discuss Submitting a University Petition
STUDENT RESPONSIBILITIES

+ Check your UF e-mail daily and read the IA newsletter
+ Meet with your major advisor and IA advisor your first semester and once per subsequent semester (or when needed)
+ Recognize when you need help, seek assistance, and ask questions
+ Take an active role in your advising session by coming prepared with questions
+ Be open and willing to consider advice from faculty, advisors, and other mentors
+ Be aware of college/university policies and procedures
+ Seek knowledge about your major, campus resources, and career aspirations

ADVISOR RESPONSIBILITIES

+ Welcome students with a positive and genuine attitude
+ Actively listen to a students’ needs, concerns, and ideas
+ Provide proactive, holistic advising to ensure students’ progression toward graduation
+ Maintain FERPA/privacy standards at all times
+ Act as a source of knowledge to all IA students
+ Be knowledgeable of UF policies, procedures, and resources
+ Utilize all necessary means to make students aware of the importance of higher education

WALK-IN OFFICE HOURS & SCHEDULING APPOINTMENTS

Walk-in advising hours can be found on our website, innovationacademy.ufl.edu. Students will be seen on a first-come, first-served basis during these advising hours. Hours have been scheduled for student convenience, and no appointment is required. We will do our best to see you in a timely manner. However, if you need more than 20 minutes, or cannot make it during the scheduled office hours, a meeting can be arranged to take place outside of office hours at a time that is mutually agreed upon between you and your advisors. Please be aware that office hours are subject to change as needed, but students will be notified via email when possible if hours change for the upcoming week.

If you need to schedule or cancel an appointment, please call (352) 294-1785 or email iacademy@ufl.edu.

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 11:45 AM</td>
<td>1:30 PM - 4:00 PM</td>
<td>9:00 AM - 11:45 AM</td>
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</tbody>
</table>

MINOR IN INNOVATION

Course (Credits) - Suggested Course Sequencing*

+ IDS 1940 Creativity and Design Thinking for Innovation (2)
+ IDS 1359 Innovation in Action (2)
+ ENT 3003 Entrepreneurship (4) / EGN 4641 Engineering Entrepreneurship (3)
+ AEC 3410 Fostering Innovation Through Leadership (3)
+ OR EGS 4038 Engineering Leadership (3)
+ PHI 3641 Ethics in Innovation (3)
+ IDS 4950 Senior Project (2) OR ENT 4015 The Venture Accelerator (2)

Total Credits: 15-16

* Please reach out to an IA advisor to ensure you have the most up-to-date information regarding course offerings.
## Resources on Campus

- Broward Teaching Center: teachingcenter.ufl.edu (352) 392-2010
- Career Connections Center: crc.ufl.edu (352) 392-1601
- Counseling & Wellness Center: counseling.ufl.edu/cwc (352) 392-1575
- Disability Resource Center: drc.dso.ufl.edu (352) 352-8565
- Housing & Residence Education: housing.ufl.edu (352) 392-2171
- IA Advising Directory: innovationacademy.ufl.edu/advising (352) 294-1785
- Recreational Sports: recsports.ufl.edu (352) 846-1081
- Student Financial Affairs: sfa.ufl.edu (352) 392-1275
- Student Health Care Center: shcc.ufl.edu (352) 392-1161
- U Matter, We Care: registrar.ufl.edu (352) 392-2273
- University Registrar: telecom.cns.ufl.edu/UniversityOperator (352) 392-3261

## Innovation Academy Team

- **Jeff Citty, Ed.D.**
  Director
  jcitty@aa.ufl.edu

- **Yesi B. Sevilla**
  Assistant Director
  ysevilla@aa.ufl.edu

- **Diane “DP” Porter-Roberts, Ph.D.**
  Academic Coordinator
  dianep@coe.ufl.edu

- **Lucy Searcy, M.A.**
  Academic Advisor
  lucysearcy@aa.ufl.edu

- **Doug Haake**
  Academic Advisor
  d.haake@aa.ufl.edu

- **Charlie Cummings, MFA**
  Lecturer
  charlie@ufl.edu

- **Natasha Livingston**
  Admin. Specialist
  n.livingston@aa.ufl.edu

## College & Major Academic Advisors

### Department

| Accounting | Larson Doyle | 210 GER | (352) 392-0200 |
| Agriculture Ed. & Communication | Dr. Nicole Stedman | 113B BRY | (352) 392-2585 |
| Biology - AG | Britta Osborne | 2055 McCarty Hall D | (352) 272-3590 |
| Business Majors | Melissa Forgione | 333 HVNR | (352) 273-0165 |
| Computer Science Engineering & Digital Arts & Sciences Engineering | Todd Best | 405 CSE | (352) 392-1090 |
| Design, Construction & Planning | Patric Defong | 331 ARCH | (352) 392-4836 x 301 |
| Education Sciences | Aaron Ganas | 1-106 Norman Hall | (352) 273-4378 |
| Engineering (1st Year Students) | 1st Year Engineering Advisors | 204 WEIL | (352) 392-8049 x 1036 |
| Entomology & Nematology | Dr. Rebecca Baldwin | 2208 EYN | (352) 273-3974 |
| Fine Arts | Dana Myers | 108 FAC | (352) 273-3056 |
| Journalism & Communications | Meisha Wade | 1000 WEIM | (352) 392-1124 |
| | Judy Hunter | 1000 WEIM | (352) 392-1124 |
| Liberal Arts & Sciences | Academic Advising Center | Farrior Hall | (352) 392-1521 |
| Pre-Health | Academic Advising Center | Farrior Hall | (352) 273-4083 |
| Pre-Law | Academic Advising Center | Farrior Hall | (352) 273-4083 |
| Pre-Law | Academic Advising Center | Farrior Hall | (352) 392-1521 |
IA FIRST YEAR CALENDAR

PRE-ENROLLMENT
+ Fall Connections
+ IA LLC Ignite Program

SPRING SEMESTER

January
+ Housing Move-in
+ Attend Launch into IA Convocation
+ Classes begin
+ Learn about Drop/Add dates
+ Pay tuition and fees to avoid fines
+ Get involved on campus
+ Subscribe the the IA newsletter

February
+ Schedule of Courses is released for Summer/Fall
+ Resolve holds (Check One.UF.edu)
+ Join a club or organization!
+ Speaker Series

March
+ See your IA and major advisor for Summer schedule
+ Advance Registration available to IA students for Summer and Fall / Priority registration for IA
+ Spring Break
+ Look into Internship/Study Abroad opportunities for Fall
+ Update resume at Career Connections Center
+ Attend an IA program or Speaker Series
+ Apply to be an IA Ambassador
+ Volunteer with IA Reach

April
+ Withdrawal deadline
+ Reading/Study days for finals
+ Don’t stress!
+ Finals
+ Classes end, Intersession break
+ Summer rent due to Housing Department
+ IA Ambassador Recruitment

SUMMER A/C SEMESTER

May
+ Classes begin
+ 2 Days for Summer A/C Drop/Add
+ Tuition and fees due Summer A/C
+ Attend Spring Summit
+ Apply to the IA Local Internship Experience
+ Receive email from advisor if you are off track for minor
+ Stay involved / Attend an IA program

SUMMER A/C SEMESTER (CONT.)

June
+ Withdrawal deadline for Summer A
+ Summer A Classes end
+ Final exams (Summer A) in class
+ Attend a campus event
+ Attend Catalyst
+ 2 Days for Summer B Drop/Add
+ Finalize Fall Study Abroad Plans

SUMMER B BEGINS (END OF JUNE)

July
+ Tuition and fees due Summer B

August
+ Withdrawal deadline Summer B/C
+ Attend Catalyst
+ Finals in class for Summer B/C
+ Commencement
+ Attend Summer Summit
+ Fall online courses/Internships begin
+ Drop/Add for Fall online connection courses
+ Tuition and fees due
+ Fall rent due to Housing Department

FALL BEGINS (END OF AUGUST)

September
+ Take online classes through UF or classes at local state University/college
+ Opportunities: Volunteer, Study Abroad, Intern, Work, Research, or Enjoy some R&R

October
+ Schedule of courses released for Spring
+ Meet with an advisor to check in

November
+ Withdrawal deadline
+ Advanced Registration for Spring

December
+ Final exams / Classes end
+ Winter Break
+ Prepare for Spring semester
+ Spring rent due to Housing