COLLEGE OF LETTERS & SCIENCE

RESOURCES

ADVISING IN LETTERS & SCIENCE

Academic advising is an essential component of undergraduate education, and the college’s commitment to providing quality advising for undergraduates is reflected in the many advising programs it offers. Students who have not yet declared a major are assigned an advisor in L&S Academic Advising Services or the Cross-College Advising Service (see below). Students who have declared a major are assigned an advisor in their department or program.

All of the advising programs share the goal of assisting students in making responsible, informed decisions as they develop educational plans compatible with their potential, their interests, and their career and life ambitions. Advisors provide much more than information about course selection and academic programs; they encourage students to ask questions about the nature and direction of their learning, and they work with students to find meaningful answers to those questions. Advising involves a process in which students learn to think critically about the variety of options available to them and develop decision-making skills that will enable them to choose wisely. As adults, students themselves, however, must assume primary responsibility for choosing their academic program and making progress toward their degree.

ACADEMIC ADVISING SERVICES (AAS)

Letters & Science Academic Advising Services provides advising to pre-declared Letters & Science (L&S) undergraduate students who intend to complete a specific L&S degree and major.

We assist and support students in exploring their educational goals, learning about academic requirements, navigating the university structure, and progressing toward degree completion.

Contact Information
Academic Advising Services (http://advising.ls.wisc.edu/)
101 Ingraham Hall
1155 Observatory Drive
Madison, WI 53706-1319
Send us an email (advisingaas@ls.wisc.edu)
Tel: 608-262-5858

CROSS-COLLEGE ADVISING SERVICES (CCAS)

Advisors at the Cross-College Advising Service (CCAS) provide personalized advising to help you develop a plan for choosing your major and exploring careers. We are here to help you make decisions about what to major in and also answer your general questions about academics and life on campus.

We’ll meet you at SOAR, and after that help you plan your future courses, talk about your academic interests and options, and refer you to other helpful campus resources. We’re also here to encourage you when things are going well, as well as support you when times are difficult.

Contact Information
Cross-College Advising Services (https://ccas.wisc.edu/)
10 Ingraham Hall
1155 Observatory Drive
Madison, WI 53706
Send us an email (ccas@ccas.wisc.edu)
Tel: 608-265-5460

CENTER FOR ACADEMIC EXCELLENCE (CAE)

The College of Letters & Science Center for Academic Excellence (CAE) provides an enriching, inclusive community and academic support for L&S students who have been historically underrepresented in higher education, including first-generation and low-income students, and students of color. CAE offers a variety of engagement opportunities, including high-touch advising, tutoring programs, health and wellness events, social events, graduate school preparation, and connections with High Impact Practices. CAE also assists in campus-wide efforts to fully integrate diverse voices into the university community to facilitate a welcoming, responsive, and validating campus climate for our students.

Contact Information
Center for Academic Excellence (https://cae.ls.wisc.edu/)
B47 Bascom Hall
Madison, WI 53706
Send us an email (cae@saa.ls.wisc.edu)
Tel: 608-263-5068

HONORS

The L&S Honors Program (https://honors.ls.wisc.edu/) attracts some of UW-Madison’s most talented undergraduates who challenge and learn from each other while working closely with faculty members. By bringing students and professors closer together in small classes and individual research settings, the Honors Program fosters a feeling of community even as students push themselves to explore the very frontiers of knowledge. In addition to traditional course work, most Honors students pursue research projects of their own, and many find this experience so exciting that they go on to earn advanced degrees in the nation’s best graduate and professional schools.

Contact Information
L&S Honors Program (https://honors.ls.wisc.edu/)
Washburn Observatory
1401 Observatory Drive
Madison, WI 53706-7116
Send us an email (honors@honors.ls.wisc.edu)
Tel: 608-262-2984

MAJOR ADVISING

Students who are eligible to declare their major should do so as soon as possible. All L&S undergraduate students are expected to declare their major(s) by the time they have earned 86 degree credits. All declared students will be advised by the advisor connected with their particular major/program. For more information about advising in the major, refer to the advising and careers tab for each major/special degree program under the L&S Degrees/Majors/Certificates (p. ) section of the Guide.
OTHER ACADEMIC RESOURCES

L&S UNDERGRADUATE ACADEMIC DEANS’ SERVICES

Academic deans provide up-to-date information on college policies, procedures, and deadlines; campus resources; and degree requirements. Academic deans also offer limited academic advising and make decisions regarding exceptions to college policy. They work closely with advising staff in L&S Academic Advising Services, department advisors, and other student service personnel on the UW—Madison campus. In an institution as diverse as the University of Wisconsin—Madison, students have a wide range of values, interests, and skills. Moreover, as they progress through an academic program, their questions and concerns often change. Therefore, students are encouraged to seek the help of several different types of academic advisors during their years on campus. The university provides a system of staff and faculty advisors to address these ongoing and changing concerns.

Contact Information

L&S Undergraduate Academic Deans’ Services (https://saa.ls.wisc.edu/offices/academic-deans-services/)
101 Ingraham Hall (http://www.map.wisc.edu/?initObj=0056&wing=)
1155 Observatory Drive
Madison, WI 53706-1319
Send us an email (lsdeans@saa.ls.wisc.edu)
Tel: 608-262-0617

ADVISING IN THE MAJOR

Juniors, seniors, and any other students who are preparing for, or have declared, a major or are contemplating a major in the College of Letters & Science, are encouraged to meet with an advisor in that major department. Each department has a faculty or staff member who serves as a department advisor. This person knows about prerequisites to courses, program planning for students majoring in the department, major requirements, and in some cases, general career information related to the field. A department advisor can help students make satisfactory progress toward completing requirements in the major, and can suggest courses that address students’ interests and help them achieve their goals.

Juniors and seniors are encouraged to seek advice from these department advisors as soon as possible. Please note that the assignment of a departmental advisor and declaring a major in a particular department(s) are not automatic. Students must go to the department office to declare their major and to be assigned a departmental advisor for the major. Students are also advised to meet with departmental advisors early in their academic career since some majors require students to fulfill prerequisite classes and earn a minimum GPA in the designated coursework before they are eligible to declare the specific major. It is very important that students contact the major department(s) as early as possible so they are aware of any prerequisites.

Transfer students often come to the campus knowing their intended major. These students may go directly to the department advisors for any help they need in pursuing/declaring the major.

Students classified in any of the special degree programs (Applied Mathematics, Engineering and Physics, Journalism, Landscape Architecture, Music, Social Work) may refer to the specific special degree under Degree/Majors/Certificate (p. ) tab within this Guide for names of professors associated with the various programs, then consult with the appropriate advisor.

Students pursuing Honors in the Major (HM) are encouraged to work closely with the honors coordinator in their major department regarding course and research opportunities within the department or field of interest. Special departmental advisors are available to help any students, primarily sophomores, juniors, and seniors, who have decided on their major. These advisors are located in department offices throughout the campus. Office hours vary among departments. Consult a staff telephone directory for a list of department offices and locations, or see the department descriptions in this catalog.

INTERNATIONAL INTERNSHIP PROGRAM (IIP)

The International Internship Program (IIP) (https://internships.international.wisc.edu/) at UW–Madison is a resource for undergraduate students from all disciplines seeking to gain hands-on international experience. IIP’s mission is to identify, cultivate and promote high-quality internships that advance the professional training of UW–Madison undergraduate students; foster global competency; and reinforce academic learning through practical application.

IIP cultivates internship opportunities around the world specifically for Badgers. IIP also identifies and promotes existing international internship and research opportunities offered by other campus offices or international organizations. Both types of opportunities can be found via the IIP database and other search resources are also listed on the website. IIP offers advising for any undergraduates who are exploring internships abroad whether they are just getting started, applying to an IIP-cultivated position, or finding their own. IIP can help with the many questions that come up related to international internships including visas, agreements, academic credit, and scholarships.

The Worldwide Internship Program (WIP) (https://internships.international.wisc.edu/students/wip/), a partnership with International Academic Programs (IAP), is a program for students interning outside their home countries to earn academic credit through an online course via which they engage with other UW–Madison students interning around the world. WIP offers students interning abroad structure through academic reflection, insurance and emergency support and may help with eligibility for visas or scholarships. IIP works with students doing internships for credit or not and offers advising, pre-departure and re-entry programming for any student interning abroad. For information about scholarships and other funding, see IIP’s need-based WIP grants (https://wisc.academicworks.com/?orgId=710&scholId=6121) and IIP Funding (https://internships.international.wisc.edu/students/funding/).

An international internship is often located outside the United States, but IIP also promotes internship opportunities to apply international skills and interests domestically. There are many variables in international internships (compensation, duration, location, fees, credit and more) that IIP can help navigate.

For more information on interning abroad visit International Internship Program (IIP) (http://internships.international.wisc.edu/) or call or e-mail (internships@international.wisc.edu) to discuss how IIP can support departments or students.
Contact Information
International Internship Program (IIP) (http://internships.international.wisc.edu/)
261 Bascom Hall
500 Lincoln Drive
Madison, WI 53706-1314
Tel: 608-262-2851
Send us an email (internships@international.wisc.edu)

PRE-PROFESSIONAL STUDY
General information can be found at Pre-Law (https://prelaw.wisc.edu/) and Pre-Health (https://prehealth.wisc.edu/).

SCHOLARSHIPS
The College of Letters & Science welcomes incoming and continuing students to apply for scholarship opportunities created by the support of our donor friends. The undergraduate scholarships program provides support to students who intend to receive a degree from the College of Letters & Science. With over 63 majors and special degree programs which include journalism, landscape architecture, music, social work, and applied mathematics, engineering, and physics (p.), the College of Letters & Science (L&S) strongly supports the role of a broad and deeply educated citizenry. Letters & Science graduates use this strong foundation to flourish in their chosen careers (http://ls.wisc.edu/about/lsci/?p=careerinitiative.html). For more information, see overview of scholarships (http://scholarships.ls.wisc.edu/).

STUDENT ACADEMIC AFFAIRS (SAA)/COLLEGE OF LETTERS & SCIENCE RESOURCES

ADVISING & ACADEMIC PROGRAMS AND SERVICES

General academic questions: Academic Help Line, 608-262-5858

Academic Information Management (AIM)
13 Ingraham Hall, 608-262-2007
Provides several services such as accurate curriculum audit and degree progress information to students, advisors, and other stakeholders

Center for Academic Excellence (http://cae.ls.wisc.edu/)
B47 Bascom Hall, 608-263-5068
Advising, academic support, advocacy, and community connections for first-generation, low-income, and multicultural underrepresented students within the College of Letters & Science

College of Letters & Science Academic Advising Services (AAS) (http://advising.ls.wisc.edu/)
101 Ingraham Hall, 608-262-5858
Provides comprehensive advising services for students investigating and preparing for majors in the College of Letters & Science

Cross-College Advising Service (CCAS) (http://www.ccas.wisc.edu/) [a part of the Office of Undergraduate Advising under the Provost Office]
10 Ingraham Hall, 608-265-5460
Undecided students exploring options

L&S Undergraduate Academic Deans’ Services (https://saa.ls.wisc.edu/offices/academic-deans-services/)
101 Ingraham Hall, 608-262-0617
Provides up-to-date information on college policies, procedures, and deadlines; campus resources; and degree requirements

L&S Honors Program (http://honors.ls.wisc.edu/)
Washburn Observatory, 1401 Observatory Drive, 608-262-2984
Students admitted to or interested in the Honors Program

L&S SuccessWorks (https://careers.ls.wisc.edu/)
711 State Street, Suite 300, 608-262-3921
Career advising and development for students and alumni in L&S

Undergraduate Research Scholars (URS) (https://urs.ls.wisc.edu/)
311 Red Gym, 716 Langdon Street, 608-890-3696
Helps first- and second-year undergraduates get hands-on experience in research

STUDY ABROAD
About 25% of undergraduates make study abroad an integral part of their UW–Madison experience.

International Academic Programs (IAP) (https://www.studyabroad.wisc.edu/) at UW–Madison offers over 200 study abroad options in about 60 countries on 6 continents. In addition to taking the opportunity to learn new languages, understand new cultures and see the world, UW–Madison students study abroad to complement their on-campus academic goals, strengthen their professional potential and enrich their personal lives.

Students of all academic levels and majors study abroad. While many programs include language training—from the basics to full language immersion—most IAP programs have no language requirement and include courses taught in English.

All courses taken abroad through IAP count as “in-residence” credit, just like taking courses on campus at UW–Madison, so students advance toward their degrees while abroad. And study abroad isn’t limited to classroom experience. Many students also complete internships, do research, fieldwork and service learning.

In addition to resources on health, safety, academic planning and other aspects, UW–Madison students receive the information and guidance they need to plan a study abroad experiences that fits their budgets. Many study abroad programs cost about the same or less than studying on campus, and student financial aid can be applied in most cases.

While IAP offers programs to students of all majors, including to students in the College of Agricultural and Life Sciences in collaboration with the CALS International Programs office, the College of Engineering and the School of Business also offer programs tailored specifically to the needs of their students. All of these program options are listed at Study Abroad (https://studyabroad.wisc.edu/programs/).

For more information on study abroad at UW–Madison, see Study Abroad (http://studyabroad.wisc.edu/) or call 608-265-6329.

SUCCESSWORKS

At the College of Letters & Science (L&S) SuccessWorks, advisors work with students from the time they are interested in exploring career options through preparing and conducting a successful job search or graduate school application—in other words, from freshman year
through one year after graduation. Don't hesitate to get started early! We help students reflect and capitalize on their academic skills, explore and try out occupations, participate in internships, and network with professionals in the field. In addition to traditional resume and interview services, SuccessWorks offers one-on-one advising, career and internship courses, occupation-specific advising and resources, the L&S Badger Internship Program, internship scholarships, a mentoring program, and much more. Together we can develop a plan and the tools you need to achieve your goals!

UNDERGRADUATE RESEARCH SCHOLARS PROGRAM

The Undergraduate Research Scholars program (URS) is dedicated to enhancing the academic experience of UW–Madison students by providing first- and second-year undergraduates with opportunities to earn credit for participating in the research and creative work with UW–Madison faculty and staff. The program has been designed to include partnerships between students and mentors, seminars on research-relevant issues, and practice in research/artistic presentations. The many benefits of the program are found in the fluid interaction between these activities. Please refer to Undergraduate Research Scholars (https://urs.ls.wisc.edu/) for more information.