



Sample Peer-advisor Meeting Schedule

Note:

These sample materials were developed at UCF and are included in the CREATES Toolkit Peer Advising as an example of a schedule for Peer Advising meetings. For more information and additional educational tools, visit: <http://europe-creates.eu>

Peer-advisor meeting schedule

Example: 4-mandatory-meetings scheme - peer advisors should invite their advisees around these time periods:

Number	Suggested time	Recommended content	Regulations
1 st meeting	2 nd week of the semester	<ul style="list-style-type: none"> • Includes general info about life in the city/country • Offers explanation of the role of a advisor and of a advisee 	Meeting with an assigned pair of peer-advisors
2 nd meeting	winter midterm	<ul style="list-style-type: none"> • Discussing first troubles that students came across • Offering advice and sharing own experiences 	peer-advisors invite the assigned advisees; however, advisees have the right to choose their own peer advisors now using the online platform
3 rd meeting	3 weeks before the end of the winter term	<ul style="list-style-type: none"> • Discussing the end of the first semester • How do students feel in the program? • Plans for and expectations from the summer term 	peer-advisors invite the advisees
4 th meeting	summer term ending	<ul style="list-style-type: none"> • Impression of the almost finished year at UCF • How do students feel again? • Are they facing any troubles? • Thoughts about major declaration* 	peer-advisors invite the advisees