



I M P O R T A N T !

Please Read and Keep for Future Reference

As a student majoring in the **Small Business Management Certificate** your academic advisor is Prof. Michael Adamo.

Students are expected to have their course selections approved by an Academic Advisor before registering for classes each semester. Log onto Student Planning from your Titans Direct account and click on 'View My Progress' to stay on track by planning and preparing for your upcoming semester/s.

As a reminder, new students are also assigned to a Student Success Specialist (SSS) in The Academic Success Center for their first two semesters. After two semesters, your SSS assignment will end, so it is best to connect early on with your faculty advisor to establish a connection.

You can view and communicate with your faculty advisor/s by clicking on the 'Advising' tab from the 'Plan and Schedule' box of Student Planning.

While registration for the spring and fall semesters begins in early November and April, respectively, you can start planning for your next term NOW by connecting with your advisor/s.

To build a relationship and have continuity in your educational planning, it is advisable to connect with Prof. Adamo on a regular basis throughout the year.

Faculty

Prof. Michael Adamo

Phone/Office

973-328-5666, CH 204

E-mail

madamo@ccm.edu

If you have any questions, you may reach out to the Department Administrative Assistant, Kelly Bodnarchuk, kbodnarchuk@ccm.edu, 973-328-5656.

Sincerely,

Jill Wells

Coordinator of Academic Advisement & Student Success
973-328-5303