

Policy Number/Title: 2.1.02 Academic Advising
Effective Since: 04/15/2021
Last Revision Approved: 04/15/2021
Responsible Office: Academic Affairs

1. Scope:

This policy applies to students, faculty and staff.

2. Definitions:

This section was intentionally left blank.

3. Policy:

Academic advising is viewed by both faculty and students as a necessary part of the teaching/learning process. The individual contact, in formal and informal settings, promotes understanding, provides orientation, and supplements coursework. The primary role of the adviser is to assist the student in planning an academic program which will lead to the desired degree. Newly admitted students who have declared their intended major are assigned an adviser in the college offering that degree. Generally, this assignment is not changed unless the student changes degree programs. Students are required to contact advisers prior to registration to receive necessary forms and assistance. It is ultimately the student's responsibility to make final course selections.

4. Procedures:

This section was intentionally left blank.

5. Resources:

This section was intentionally left blank.

6. History of Revisions:



04/15/2021 Minor Revisions.
09/01/2018 Policy first established.

7. Approvals:

Responsible Officer Signature/Date:

Vice President/Senior Administrator Signature/Date:

President Signature/Date: