



# California University of Pennsylvania

## **Graduate School POLICY: Academic Advising**

### **A. Purpose & Scope**

The purpose of this policy is to describe the role of academic advising as graduate students pursue their academic programs.

### **B. Definition(s)**

The University has embraced developmental academic advising which is a goal-oriented, growth-oriented process helping students to assess their strengths and weaknesses, set realistic academic and other goals and to monitor progress toward achievement of these goals. The process is based on seven elements outlined in *Developmental Academic Advising*, Jossey-Bass, 1984.

### **C. Policy**

Faculty advisors are available to assist students in planning their academic programs, but students have the responsibility for meeting all requirements for their degrees. Students are urged to take advantage of the advisory and consultation services available at the university. They should feel free to consult with professors, academic advisors, department chairpersons, academic deans, staff of the Academic Scheduling Center, and the Provost. These university representatives maintain regular office hours for student consultations and are available by phone and email.

### **D. Procedure(s)**

Schedules for new and continuing students should follow the preferred schedules approved for their academic programs. All students are expected to seek assistance from the faculty and staff resources described under Part C. Students may register for classes online and some departments block registration access until students have consulted an advisor. Fulfillment of program requirements for a degree is ultimately the responsibility of the student.

### **E. Effective date:** 2005-2006 Graduate Catalog

**Updated date:** August 15, 2010

**Amended date:**