



California University of Pennsylvania

POLICY: Academic Advising

A. Purpose & Scope:

The purpose of this policy is to provide students with appropriate counsel in pursuing their academic degrees.

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. In this process, seven elements are essential: They are

1. Advising is a continuous process with accumulation of personal contacts between advisor and student—these contact have both direction and purpose.
2. Advising must concern itself with quality-of-life issues, and the advisor has a responsibility to attend to the quality of the student's experience in college.
3. Advising is goal related. The goals should be established and owned by the student and should encompass academic, career, and personal development areas.
4. Advising requires the establishment of a caring human relationship, one in which the advisor must take primary responsibility for its initial development.
5. Advisors should be models for students to emulate, specifically demonstrating behaviors that lead to self-responsibility and self-directiveness.
6. Advising should seek to integrate the services and expertise of both academic and student affairs professionals.
7. Advisors should seek to utilize as many campus and community resources as possible.

From: *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. All of these university representatives maintain regular office hours for student consultations.

D. Procedure(s):

Schedules for new students are developed based on preferred freshmen schedules approved by the academic departments. All schedules are reviewed by faculty and students before confirmation. Currently enrolled students are expected to seek the resources described under Part C. All may register on line and some departments block registration access until students have visited an advisor. Fulfillment of program requirements for a degree is ultimately the responsibility of the student.

E. Effective date: 2005-2006 Undergraduate Catalog

Updated date: August 15, 2010