**September 2015**

# UW Oshkosh Total Intake Advising Model:

# Transitioning to a Faculty Advisor:

Many students are excited and apprehensive about the transition to a new advisor. They want to learn from the expert in the field yet now need to learn new processes with unclear expectations. One way to assist in the transition is to send a welcome email to new advisees. A welcoming email that sets clear expectations of the relationship, how to contact and how to be prepared will help ease student fears and make the interactions much more enjoyable. Feel free to contact your UARC liaison for sample welcome emails that were developed by other faculty advisors at UW Oshkosh. We are your partner in this transition.

# Advising Syllabus:

An advising is a tool that allows advisors to communicate expectations about the advising relationship. This is an excellent tool allowing advisors to help students meet the First Year Academic Advising Student Learning Outcomes as developed by AACCA, Name who their assigned advisor is, how to contact and what to expect. UARC advisors have revised this document and are utilizing it with first year students. You will find it attached and we hope you will use it with your advisees.

NACADA Resource on Advising Syllabus: http://www.nacada.ksu.edu/Resources/Clearinghouse/View-Articles/Creating-an-Advising-Syllabus.aspx

# Common Concerns Resources for New and Returning Students:

As students transition to you as a faculty advisor you may recognize students are dealing with certain academic and personal difficulties. Listed below are three common issues students face, along with resources you can guide your students to for help.

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| **Issue** | **Suggestions** | **Resources** |
| **Homesickness** | Get involved:IntramuralsVolunteeringStudent OrgsRes Life | * Student Leadership and Involvement Center (SLIC)<http://reeve.uwosh.edu/involvement>
* Student Recreation and Wellness Center (SWRC)<http://recreation.uwosh.edu/>
* Titan Volunteer [http://reeve.uwosh.edu/involvement/volunteerism](file:///C%3A%5CUsers%5Cderuchob%5CAppData%5CLocal%5CTemp%5C%C2%A0http%3A%5Creeve.uwosh.edu%5Cinvolvement%5Cvolunteerism)
* Residence Life<http://www.housing.uwosh.edu/>
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| Seek counseling | * Counseling Center <http://www.uwosh.edu/couns_center/>
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| **Test Anxiety** | Counseling Center Workshops | * Counseling Center <http://www.uwosh.edu/couns_center/>
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| Reading and Study Skills courses/sessions | * Reading and Study Skills Center <http://www.uwosh.edu/readingstudycenter/>
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| **Study time/Struggling in 2 or more courses** | Class preparationTutoringStudy groupsAcademic Skills coursesReading Study Center course/sessions | * 2-3 hours of study time for every hour of class time is recommended
* Reading and Study Skills Center <http://www.uwosh.edu/readingstudycenter/>
* Writing Center <http://www.uwosh.edu/wcenter/>
* Center for Academic Resources <http://www.uwosh.edu/car/>
* Math Lab<http://www.uwosh.edu/mathematics/resources/tutor-labs>
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