

Academic Advising Syllabus

Definition of Advising:

Advising is a dynamic relationship between a student and advisor. At the center is a shared responsibility for a coherent education plan that incorporates personal, social, academic, and career considerations. Advising focuses on helping students identify life goals, acquire skills and attitudes that promote intellectual growth, and become academically successful. Advising supports the principles and goals of a liberal education as the foundation of a bachelor's degree. We do this by teaching you how your educational experience equips you with broad knowledge, transferable skills, and a strong sense of values, ethics, and civic engagement.

Advising Model: All advising begins with a professional advisor in the UARC and at a designated point (varies by major/college) students transition to a faculty advisor in the academic department of their major.

S.A.F.E. ZONE: UARC advisors actively create an open, respectful, and supportive environment for all people. We serve students of all abilities, sexual orientations, genders, races, cultures, and socio-economic statuses.

Meeting with a UARC Advisor: You are expected to meet with an advisor at least once each semester and are encouraged to come in at other times to talk about strategies for academic success, majors, resources, or the exploratory process.

Do I need an appointment or a drop-in? Come to the UARC in SSC 202 or call 920-424-1268 to schedule an appointment. For drop-in hours, check the UARC website as drop-in times vary by date and by college.

Appointment: Question that requires discussion and planning

- Major/Career Exploration
- Planning for Upcoming Semester/4-year plan/graduation plan
- Academic Difficulty

Drop-in: Quick questions (5 min.)

- Specific STAR question
- Follow-up from previous appointment
- Registration help (holds, pre-requisite errors)

Preparing for an advising appointment:

- Know registration date and advisor name (found on Titan Web and STAR)
- Check for holds (found on Titan Web)
- Three weeks prior to your registration date, set up your registration advising appointment (stop by SSC 202 or call 920-424-1268)
- Make list of classes and questions and bring to meeting
- Organize advising documents (i.e. planning sheets, past worksheets, exploration research) and bring to each meeting
- Print a STAR
- Put courses in shopping cart or register for courses (if meeting is after registration date)
- Identify resources currently using or plan to use

Post advising appointment assignments:

- Resolve any holds
- Register on your registration date
- Contact Advisor or Department if any registration challenges arise
- Complete agreed upon follow up activities
 - Research careers and majors
 - Utilize academic and campus resources

Learning Outcomes: Faculty and staff at UW Oshkosh identified and approved three learning outcomes for academic advising at UW Oshkosh. This is what we expect you to learn through advising.

Students are able to locate and use academic information and campus resources.

By the end of the first year	By mid-point	By graduation
Use Titan Web to access information and register for classes	Use STAR and other advising and registration tools independently	Met with assigned faculty advisor at least once a year
Identify resources to support academic success	Utilize academic support services as needed	
Articulate strategies for academic success such as; talking to faculty outside of class, tutoring, etc.	Implement strategies for academic success consistently	
Name who their assigned advisor is, how to contact and what to expect	Transition to a faculty advisor; know who their faculty advisor is, how to contact, and what to expect	
Find advising related information on department/college websites and the UARC website		

Students are able to understand and describe graduation requirements.

By the end of the first year	By mid-point	By graduation
Explain University Studies Program (USP)	Describe the interrelatedness of requirements for USP, degree, and major	Discussed with their faculty advisor the value of USP as it relates to their major and career/graduate school readiness
Interpret STAR to understand all components of their degree and graduation requirements	Have completed or nearly completed USP requirements	Worked with their assigned academic or faculty advisor regularly to intentionally select courses to meet requirements as well as personal and professional goals.
Explain college/major admission requirements and processes (when applicable)	Be successfully admitted to college/program (where applicable)	

Students are able to select and plan an academic program based on research, interests, skills, values and career goals.

By the end of the first year	By mid-point	By graduation
Identify, through individual research and exploration, majors, extracurricular opportunities and career options related to their interests, skills and values.	Articulate how declared major is a fit for their abilities and goals	Define a post-graduation plan (ie: graduate school, career) and know the steps required to implement that plan (ie: admission requirements/application process, using Career Services to develop job search strategies/skills)
Develop a general 2 year/4 year/graduation plan (as appropriate based on major)	Identify career/graduate school options	
		Review and update 2 year /4 year /graduation plans

See the official listing of advising outcomes here: <http://www.uwosh.edu/accaa/advising-outcomes>