

# ***UWSP Advising Policy***

## ***University Handbook***

### ***Students' Responsibilities***

Students are responsible for

- being prepared to discuss personal values and goals as they relate to academic and career-related needs;
- determining a course of study that satisfies the requirements defined for the appropriate degree in the UWSP catalog;
- being knowledgeable about policies, procedures, and requirements as published;
- preparing for an advising session by having the necessary forms available and a list of questions and courses (and alternatives) needed;
- scheduling and appearing promptly for appointments with the adviser when necessary (at least once each semester);
- following through with appropriate action after the advising meeting; and
- accepting responsibility for the academic decisions to be made.

### ***Faculty/Academic Staff Responsibilities***

Faculty and academic staff who serve as advisers are responsible for

- being responsive to discussions of students' personal values and goals as they relate to academic and career-related needs;
- assisting the student in identifying and pursuing educational goals and objectives and in securing information about career opportunities;
- helping the student examine course offerings in the major;
- relate these to courses in the student's broader field of study;
- understand the graduation requirements for the chosen curriculum.