

WHAT IS ACADEMIC ADVISING?

Advising is one of many important components for a successful college experience. To ensure that you get the most out of your advising experience, we have outlined the objectives of Academic Advising as well as the responsibilities and expectations for students and advisors. In addition, you may find the other side of this sheet helpful as you prepare for your advising appointment.

Objectives of Academic Advising

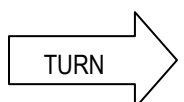
- To facilitate your ability to meet degree requirements and make informed decisions about your academic future
- To support your efforts in reaching your academic and career goals
- To help you “connect” your college experiences with your plans and goals for life after college
- To assist you in finding the campus professionals in support services who can best help you succeed academically and personally

Student Responsibilities

- Carefully read the UNLV Undergraduate Catalog and follow all University and College of Education (COE) requirements, policies, and procedures.
- Meet with an academic advisor every semester (appointment required). Come prepared; bring a list of classes you want to take, questions, and concerns to the meetings. Don't be afraid to ask questions.
- Be open and honest. If you have outside commitments or issues that are interfering with your studies or if you are unhappy with your college experiences, discuss them with your advisor.
- Send transcripts from all other institutions to Student Enrollment Services.
- Activate and use your UNLV REBELMAIL account to ensure that you receive important information from UNLV and the COE.

Advisor Responsibilities

- Provide accurate information about degree requirements, educational and career options, and various University and COE policies and procedures.
- Help students interpret University and COE policies, procedures, and requirements as stated in the UNLV Undergraduate Catalog.
- Help students with academic decisions (e.g., choice of major, course planning, goal clarification, etc.).
- Help students set realistic goals and find the resources necessary to meet the goals.
- Check students' progress toward graduation and verify completion of degree requirements.
- Refer students to other University resources when necessary.



ADVISING APPOINTMENT PREPARATION SHEET

NAME _____

Courses that I am currently taking:

SEMESTER: _____

Course	Title	Credits
<i>Ex: EPY 150</i>	<i>Strategies for Academic Success</i>	<i>3</i>

Courses that I plan to take next semester:

SEMESTER: _____

Course	Title	Credits

Courses that I plan to take in the following semester:

SEMESTER: _____

Course	Title	Credits

Do I need all of these courses for my degree (refer to a program degree sheet for more information)? _____

If not, which ones are electives _____

Questions and items I would like to discuss with my advisor:

Advising Appointment Checklist:

- I check my UNLV REBELMAIL account regularly.
- I have sent final transcripts from my other schools to Student Enrollment Services (if applicable).
- I have completed and submitted necessary TCE Forms and Substitution Forms (if applicable).
- I have taken the PPST and provided the Advising Center with copies of my scores (if applicable).
- I have completed previous items suggested by my advisor, as outlined on my last advising contract (if applicable).
- I have applied for my field experience for the upcoming semester (if applicable).

See you at your appointment!
 CEB 226
 702.895.1537

