

Northland College Academic Advising Syllabus

Advisor:

Office and contact information:

Academic Advising Description:

Academic advising will help you understand the meaning and purpose of higher education and foster your intellectual and personal development toward academic success and lifelong learning. At Northland, you will build a relationship with your advisor for the purpose of helping you plan your educational career, learn the skills needed for academic success, and learn how to access the variety of resources and services available to you here. Academic advising is a *collaborative* educational process. This advisor/student partnership requires participation and involvement of *both* parties, as it is built over your entire educational experience at the College.

Advisor Responsibilities – What You Can Expect Me To Do:

- Help you understand the purposes and goals of higher education.
- Effectively communicate Northland's curriculum, graduation requirements, and college policies.
- Encourage and guide you to define and develop realistic educational and career goals.
- Provide you with information about and strategies for utilizing the available resources and services on campus; assist you in working closely with your professors.
- Assist you in monitoring and documenting your progress.
- Be accessible for meeting with you via office hours, email, or telephone.
- Maintain confidentiality.

Advisee Responsibilities – What You Are Expected To Do:

- Be an active learner by participating fully in the advising experience.
- Be honest with yourself and me about your interests, abilities, values and goals.
- Schedule regular appointments or make regular contact with me during each semester.
- Come prepared to each appointment with questions or concerns for discussion.
- Gather all relevant decision-making information; keep a personal record of your progress toward meeting your goals; organize documents so you can access them when needed.
- Complete all assignments or recommendations from me.
- Become knowledgeable about College programs, policies, and procedures.
- Accept responsibility for your decisions.

What You Should Take From The Academic Advising Experience:

- The ability to make effective decisions concerning your degree and goals.
- An educational plan for successfully achieving your goals, and courses each semester to progress toward fulfilling that educational plan.
- An understanding of the full value of an environmental liberal arts degree.
- Be able to read and effectively utilize a degree audit in your educational planning.
- Graduate in a timely manner based on your educational plan.