

Student Responsibilities:

- Schedule and attend advising appointments regularly throughout the year. Make phone and email contact with your advisor as needed.
- Be involved in the advising process by being prepared with questions and a willingness to discuss your educational goals
- Review Degree Works regularly and update your plan of work as needed
- Read your WSU email regularly
- Be open to advice from advisors, faculty, and other mentors
- Assume responsibility for your educational planning by making your own decisions, understanding your graduation requirements, and seeking clarification on policies and procedures when needed.
- Challenge yourself to complete the student goals and advising tasks in this syllabus

Advisor Responsibilities:

- Listen carefully and respect your questions, concerns, and problems
- Assist you in understanding the purpose of higher education and its role in shaping your personal and professional goals
- Assist you in making academic decisions consistent with your interests, abilities, and goals
- Understand and be able to explain the university, departmental, and general education requirements as well as the University's academic policies and procedures.
- Assist undeclared students in exploration of major and career options
- Understand, explain, and refer to appropriate university resources and support services

Resources

Academic Success Center	success.wayne.edu
Student Service Center	studentservice.wayne.edu
Counseling and Psychological Services	caps.wayne.edu
Student Disability Services	studentdisability.wayne.edu

Advisors : Advising appointments can be scheduled online by accessing wams.wayne.edu. The University Advising Center provides services to undergraduate students pursuing

- Pre-Pharmacy and Health Sciences, Pre-medicine, Pre-Dental, Pre-Veterinary, Pre-Law, Pre-Social Work, and Pre-Nursing,
- Students exploring, deciding, or changing majors
- Prospective undergraduate students
- Students on academic probation in the College of Liberal Arts and Sciences
- Veterans



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Academic Advising Syllabus

STUDENT LEARNING OUTCOMES

Throughout your time at Wayne State University, you will receive academic advising services through a variety of methods and in a range of formats. While the majority of these services will be specific to the school or college of your declared major, this guide serves as an overview, or syllabus, of the important advising activities and learning goals, or curriculum, as they relate to all undergraduate students at the University. And, as a net result of the quality advising you will receive while at WSU, you will....

....understand what it means to be a college-educated person and will be able to apply this understanding to the academic planning process in order to achieve your goals.

...understand, in practical terms, the commitment and effort required to complete your degree in a timely manner.

...understand the purpose and value of the educational process by taking an analytical approach to completing appropriate classes in order to demonstrate competence and learning.

...develop a comprehensive education plan, with appropriate milestones, that includes program requirements and a target date for graduation.

Wayne State University Mission Statement for Academic Advising

The mission of academic advising at Wayne State University is to enhance student development and learning, and to support the attainment of educational goals. The ultimate goal is to provide students the highest quality advising so they can excel in their academic and professional endeavors.

[University Advising Center] Mission Statement for Academic Advising

The mission of the University Advising Center is for our undergraduate students to reach their educational goals, with high achievement, and to graduate.

Curriculum of Student Goals and Advising Activities

Key:
 ⇒ Student Goal
 ◆ Advising Activity

Freshman Year

LEARN

- Attend Orientation, O2, and Resource Fair(s)
- Schedule FYI 1010 course
- Read websites, takes tours
- Attend Learning Community meetings
- Move in to residence hall
- Buy books, check email and Blackboard site for assignments
- ◆ Email advisor with schedule questions
- Schedule and take placement exams
- Emails instructors with questions
- ◆ Attend various information meetings – in major area, pre-med, etc.
- ◆ Schedule advising appointment to plan General Education and discuss major options and upcoming terms
- ◆ Discuss 1st terms grades with Advisor and plans to further improve grades
- Accept referral to ASC workshops, writing center, tutoring, SI, etc.
- Accept referrals to WSU websites – libraries, DOSO, etc.
- Attend academic Integrity workshop
- ⇒ Learn about the importance of meeting with faculty
- ⇒ Attend Major Fair, Career Speed Dating, etc.
- ◆ Work with advisor to understand basic coursework in area(s) of interest along with pre-requisites and other discipline-specific skills and how they support goals.

REFER

ENGAGE

Junior Year

LEAD

PURSUE

ADVANCE

- ◆ Meet with advisor as needed for specific questions or issues.
- ⇒ Work with faculty mentors regarding long-term goals, opportunities, etc.
- Monitor and update progress on Degree Works
- ◆ Work with advisor and faculty mentors to discuss ways to strengthen and further challenge academic record
- ◆ Work with advisor and faculty regarding career exploration and field experiences
- Increase involvement with Career Placement services regarding co-op and internships
- Attend departmental offerings on graduate school and career workshops
- Researches graduate programs and entrance exam requirements
- ⇒ Pursue leadership roles in department or as a tutor in major/cognate/minor areas
- ⇒ Pursue referrals to Study Abroad, specific professors, DOSO opportunities, UROP, etc.
- ⇒ Takes on leadership roles within University through employment, student organizations, department initiatives, etc.
- Explore electives or advanced coursework beyond general education and major
- ◆ Work with advisor and faculty to review learning, coursework, and grade benchmarks
- ◆ Discuss with advisor and faculty ways to strengthen and challenge academic and professional goals

Sophomore Year

EXPLORE

DECLARE

COMMIT

- Explore majors through general education, Career Services, and activities on campus
- Attend Exploratory programs through UAC, meet with advisor to plan courses
- Repeat first year workshops and referrals
- Work with advisor to further narrow interests and refine understanding of majors
- ◆ Work with advisor to review Degree Works. Understand how to look at major options
- ◆ Declare major and confirm graduation date and other academic goals
- ◆ Create a plan of work through Degree Works for advising discussion
- ⇒ Declare and begin discussion of department opportunities for leadership, research, and long-term academic options
- ⇒ Declare and accept referrals to specific faculty for further discussions and mentoring
- ⇒ Join a Learning Community or department organization
- Attend a New Major Meeting
- Meet other students in major

REPRESENT

MENTOR

Senior Year and Beyond

- Continue with steps from previous year. Take additional steps toward post-graduation plans
- Contribute to department and/or University committees
- Explore ways to strengthen and gain knowledge in and about other areas of skill development
- Present research, attend conferences, sit on department committees
- Work with and mentor new majors through department program
- Represent department through various activities that show advanced, integrated skills
- Engage in exit interview