



ADVISOR-ADVISEE CONTRACT

Advising: Go with the Flow is a two-way interaction in which the advisor and the advisee work together to achieve the shared goal of timely graduation for the student. Both the advisor and the advisee have responsibilities to fulfill in order for the advising process to be successful. Below is a list of what your advisor will expect of you and what you can expect of your advisor.

Advisee Responsibilities:

The student will

- Prepare for advising sessions
- Schedule and keep regular advising sessions
- Actively participate in advising by asking questions and by sharing goals
- Accept responsibility for his or her own academic plan
- Follow through with advising recommendations in a timely manner
- Self-register for coursework during Priority Registration

Advisor Responsibilities:

The advisor will

- Provide a safe and respectful space for students to share thoughts, goals, concerns, and interests
- Share knowledge about programs, requirements, and policies
- Assist students in course selection and registration
- Maintain an advising folder on each advisee
- Provide each advisee with a pin number for registration
- Refer students to appropriate campus resources

THIS FORM IS IN NO WAY A BINDING OR LEGAL DOCUMENT. The student assumes all responsibility of all final academic decisions made. Students transferring should consult with the catalog of that institution for courses approved for transfer credit. After advising sessions with assigned advisors, the student understands that if he or she does not register for the suggested courses, he or she may not meet the requirements for graduation.

Advisor Signature: _____

Date: _____

Student Signature: _____

Date: _____