Policy Name: Graduate Student Advisement

Policy Number: 6.13

Is this policy new, being reviewed/revised, or deleted? Review/Revise

Date of last revision, if applicable: 11/7/2016

Unit(s) Responsible for Policy Implementation: Provost and Vice President for Academic Affairs

Purpose of Policy (what does it do): Describes requirements and process for graduate student advisement

Reason for the addition, revision, or deletion (check all that apply):
- [x] Scheduled Review
- [ ] Change in law
- [ ] Response to audit finding
- [ ] Internal Review
- [ ] Other, please explain:

Please complete the appropriate section:

Specific rationale for new policy:

Specific rationale for each substantive revision: Revised policy title; minor wording changes.

Specific rationale for deletion of policy:

Additional Comments:

Reviewers:

Academic Policy Committee
Steve Bullard, Provost and Vice President for Academic Affairs
Damon Derrick, General Counsel
Academic units must provide effective academic advising for students enrolled in their graduate programs and must assign each student a graduate faculty member to serve as the academic advisor. The unit must conduct provide an orientation that introduces new students with information as to departmental/school/office organization, administration, key personnel, facilities, degree requirements, and procedures.

The academic advisor informs advisees of university resources, guidelines, procedures, policies, and graduate student rights and responsibilities. Advising topics include, but are not limited to, registration process, degree requirements, proper sequencing of courses, thesis/non-thesis options, time limits for completion of program, and comprehensive examination expectations.

All graduate student orientation and advising programs must be evaluated as part of the annual program assessment report, including information on how assessment results will be used.

Cross Reference: Graduate Bulletin, Graduate Student Handbook, Student Handbook

Responsible for Implementation: Provost and Vice President for Academic Affairs

Contact for Revision: Dean of Graduate School, Research and Graduate Studies

Forms: None

Board Committee Assignment: Academic and Student Affairs