

Graduate Student Advisement

Original Implementation: October 31, 2000

Last Revision: November 7, 2016

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 an orientation that introduces new students 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

Forms: None

Board Committee Assignment: Academic and Student Affairs