

# Davidson County Community College Academic Advising Syllabus 2016-2017

## Office of Academic Advising

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**Academic Advising Mission:** Davidson County Community College recognizes that academic advising is an essential component of the educational experience and to student success. The Office of Academic Advising takes a proactive approach to assisting students with educational planning, helping students establish realistic academic and career goals. Advisors provide academic support to equip students with the tools and skills to successfully achieve their academic, personal and career goals.

**Academic Advising Goals:**

- Foster in students skills towards becoming informed decision makers and self-directed learners
- Collaborate with students through the use of the College’s resources to promote degree completion
- Develop with students mutually agreed upon educational plans that empower them to evaluate their progress

**Learning Outcomes:**

- Understand the requirements of your program of study
- Effectively Navigate Academic Planning and Starfish
- Know how to create, maintain and follow your academic plan
- Be familiar with activities that lead to student success

**Student Responsibilities:**

- Schedule and keep advising appointments.
- Actively participate in the process and the conversation about your academic plan and college experience
- Follow through on advising recommendations in a timely manner
- Regularly use Starfish and Academic Planning tools for ongoing communication with your advisor and monitoring your progress
- Clarify personal goals and provide your advisor with accurate information regarding your interests and abilities
- Prepare for each meeting with your advisor
- Review your educational plan each semester and track your progress towards completing degree requirements

***You already have what it takes to be successful-***

**Advisor Responsibilities:**

- Be knowledgeable about programs and graduation requirements, policies, and procedures
- Encourage and guide students to develop and pursue their goals. Refer students to appropriate campus resources
- Be accessible via phone, email and by appointment