**Preparing to See Your Advisor**

Academic advising is a collaborative effort. Students and their advisors are partners in meeting the essential learning outcomes that support student success. Ultimately, you – the student – are responsible for your educational experience, and advisors are available to provide support along the way.

**Student Responsibilities**

**Students are expected to:**

* Develop an educational plan and establish career goals, with the guidance of your advisor.
* Meet regularly with your advisor. Plan ahead by visiting with them early in the semester and not waiting until the last minute before registration.
* Come to appointments prepared with questions and/or topics to discuss and participate fully in the advising experience.
* Understand how to navigate the course registration site and enroll in the courses in your academic plan.
* Know the general education and program requirements for your major.
* Check MyUVU often for email messages from the university.
* Become knowledgeable of campus and online resources, and follow through when referred to appropriate campus resources.
* Graduate in a timely manner based on your academic plan. Accept responsibility for your decisions and your actions that affect your educational progress and goals.

**Advisor Responsibilities**

**Students can expect UVU Advisors to:**

* Provide a safe space in which to share your thoughts, aspirations, concerns, and interests; maintain confidentiality with all information shared; and treat you with respect as an adult.
* Actively listen to your questions and concerns and provide information and support as needed.
* Provide guidance and encouragement as you develop a clear and realistic educational plan, and assist you in making course and major decisions.
* Understand and effectively communicate degree and graduation requirements, policies, and procedures.
* Demonstrate how to use Banner online services and navigate the course registration site.
* Provide information about UVU resources available to you and refer you to applicable campus services, organizations, and/or individuals as needed.
* Protect and secure the integrity of the UVU degree by complying with all college and departmental policies and requirements.