

ACADEMIC ADVISING SYLLABUS

Mission Statement:

The mission of academic advising at UNLV is to assist students by collaborating with them in identifying and pursuing their educational goals, providing accurate and timely information, and promoting student responsibility and accountability for their academic success.



Graduation Goal

UNLV 1st Semester: _____

Graduation Goal: _____

Academic Advising Description:

Advisors are a resource to serve as guides for navigating academic choices, policies, and requirements. Advisors are excited to meet with students and help them plan and achieve their goals. Academic advisors are well informed about the institution's resources available to students in order to provide appropriate referrals. Academic advisors assist students in the development of meaningful educational plans that are compatible with their personal and/or career goals.

Rebel Academic Advising Pledge:

As a UNLV student, I have the potential to achieve success and avoid failure. I can succeed if I have the will to succeed. I will accomplish my goals and fulfill my dreams. The only limits I face are the limits of my own efforts. To realize my full potential and accomplish all that I am capable of, I will: Use my time effectively; Ask for help when I need it; Accept responsibility for my own actions. I will succeed at UNLV because my future depends on it. Earning a university degree will enhance the quality of my life and enable me to improve the lives of others.

Academic Advisor Responsibilities:

- Create and maintain an interactive environment encouraging mutual trust and open communication.
- Provide students with information and resources to promote academic progress.
- Empower students to take responsibility for their academic success.

- Stay informed of current and changing rules, regulations and program requirements.
- Refer students to campus services relevant to their individual needs.
- Collaborate with peers by participating in the exchange of ideas, information and philosophies through professional development.

Advisee Responsibilities:

- Regularly schedule and keep academic advising appointments.
- Communicate openly and honestly with your academic advisor regarding issues that affect your educational goals and academic performance.
- Maintain a professional relationship with your academic advisor by arriving on time, being prepared for your appointments and calling if you need to reschedule.
- Take responsibility for your academic success by utilizing the tools provided. Examples include undergraduate catalogues, degree sheets, college and university websites, and academic calendars.
- Maintain a file with relevant academic materials and follow through with your academic advisor's recommendations.

WILSON ADVISING CENTER

Our full-time professional advisors are here to assist you with your undergraduate experience — from academic advising and on-campus referrals to class scheduling and career options. The Wilson Advising Center is here to provide support for all liberal arts majors and minors or those exploring the college's options.

First Year:

- Attend a New Student Orientation Session and activate your Rebelmail account
- Meet with your advisor and discuss your goals, interests and concerns
- Set a tentative plan for classes each semester/year
- Review course restrictions and prerequisites and enroll for classes
- Build a balanced schedule to include your school and outside responsibilities
- Get involved at UNLV to maximize your college experience
- Take the First-Year Seminar course
- Take assessments to explore major/career options
- Utilize campus resources
- Meet with your pre-professional advisor (pre-law, pre-med, etc.)

Second Year:

- Assess your academic standing and progress toward graduation
- Take a Second-Year Seminar course
- Confirm your major choice or change majors if necessary
- Attend Rebels R.I.S.E. Event
- Explore Study Abroad options
- Seek information on research opportunities
- Explore Internship opportunities
- Write resume and see career services for assistance
- Meet with your pre-professional advisor (pre-law, pre-med, etc.)

Third Year:

- Explore Graduate Programs
- Meet with professionals in your field of interest
- Complete Graduate Exams (if applicable)
- Approach faculty for letters of recommendation for Graduate Programs
- Attend Liberal Arts Employer Savvy Panel and Career Day
- Meet with your pre-professional advisor (pre-law, pre-med, etc.)

Fourth Year:

- Apply for graduation
- Prepare for life after graduation: Update resume, Complete application to Graduate School (if appropriate), learn about interviewing skills and perform career searches
- Complete graduation advising

Don't forget to:

- ✓ Activate your Rebelmail
- ✓ Get your Rebel Card
- ✓ Purchase a parking permit

We are located in
John S. Wright Hall (WRI)
Building B, Room 131

Phone: 702-895-1997

Fax: 702-895-1999

Office Hours: During Fall and Spring
Monday-Thursday: 8 a.m.-6:30 p.m.

Friday: 8 a.m.-5 p.m.

During the Summer, Winter Break, and
Spring Break

Monday-Friday: 8 a.m.-5 p.m.

Email: wac@unlv.edu

Web: <http://liberalarts.unlv.edu/WAC/>

Like us on Facebook:

tinyurl.com/unlv-wac

*As a result of your active
Advisement Experience you
will be able to:*

- Read and interpret your degree worksheet
- Enroll in appropriate general education and degree course requirements
- Make effective decisions concerning your degree, major and career goals
- Understand and take initiative regarding relevant university policies and procedures
- Utilize campus resources appropriate to your needs
- Be empowered to take responsibility for your academic success
- Graduate in a timely manner based on your individual education plan