

## Academic Advising

### **Academic Advising of Doctoral Students**

It is the responsibility of the faculty to provide advice and guidance for doctoral students with regard to academic progress as well as career and professional development. Each doctoral student will be assigned an academic advisor by the respective program upon enrollment. In some cases, more than one advisor may be assigned. A Doctoral Academic Advisor(s) Confirmation Form will be completed by the program director and submitted to the Office of the University Registrar to document the assignment.

Doctoral students should meet with their academic advisors on a regular basis, and not less than once per semester, to discuss issues of academic progression and professional development. To assure that these regular contacts occur, in each semester an Academic Advising hold will be placed on the registration for each doctoral student; the hold will be removed by the advisor after meeting with the student to discuss, at a minimum, courses that should be taken in the coming semester.

Should the student wish to shift to a different academic advisor, the student should discuss the desired change and the reasons for that desired change with the existing academic advisor, the preferred advisor and the doctoral program director. Once all parties have agreed to the change, a revised Doctoral Academic Advisor(s) Confirmation Form will be completed and submitted to the Office of University Registrar.

Any role of the academic advisor in practicum and dissertation activities should be determined in advance through discussions involving the academic advisor, the student, and, as necessary, the program director(s).