

Academic Advising

Academic Advising is a process that will assist you in attaining your academic goals and developing a professional development plan.

UF Students are required to have a Gatorlink email account and to check it on a regular basis. Important information is sent to students via their UF email address. This is the official means of communication between the university and students. Students are accountable for reading all official email messages and being familiar with their content.

UF students have access to the online University of Florida catalog, which contains all academic policies and major requirements (<http://www.reg.ufl.edu/catalog.html>). Students are responsible for reading and understanding the catalog. Advisors serve as a resource for clarifying these policies

UF students need to be familiar with their ISIS Degree Audit, which students can access through ISIS (www.isis.ufl.edu). Students should review their Degree Audit before meeting with their Advisor each semester.

UF students are required to be familiar with the SNRE web site which includes information on our degree programs.

Advisor Responsibilities:

- Knowledge of academic programs
- Make recommendations for the development of an academic plan that leads to degree completion
- Provide students with feedback regarding progress and suggest alternate plans when appropriate
- Refer students to other campus resources
- Motivate students to take responsibility for their own academic, professional and personal goals
- Respect students

Student Responsibilities:

- Be prepared for advising meetings
- Develop and follow an academic plan that has been constructed in consultation with your Advisor
- Be aware of critical dates and deadlines for each semester
- Be familiar with and utilize university resources
- Become familiar with program requirements and the use of the degree audit to monitor progress
- Review academic progress regularly, and seek Advisor assistance when necessary
- Attend and participate in classes
- Take responsibility for and own decisions

Advising Policies

1. All students should meet with their Academic Advisor at least once per semester.
2. Registration holds will be placed on all students' records prior to advance registration. Students are responsible for knowing the time and date of their registration appointments, and are responsible for meeting with their Advisor *in advance* of their assigned registration time.

Students on academic or tracking probation may not be permitted to advance register for classes, but should still meet with their Advisor.