

THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA
SCHOOL OF NURSING
COLLEGE OF HEALTH, EDUCATION AND PROFESSIONAL STUDIES
ACADEMIC ADVISING SYLLABUS

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Mission of Advising at UTC:

The University of Tennessee at Chattanooga strives for student success and views academic advising as a vital component of the educational experience. Advising engages and empowers students to develop educational plans that will meet their academic, career, and personal goals.

Student Expectations

You have responsibilities in the advising partnership to help you be successful. As an advisee, you are expected to:

1. Schedule and attend your required two advising appointments each semester.
2. Monitor your progress in your courses and ask your advisor for help as soon as a problem arises.
3. Take responsibility for your schedule, educational goals, and career plans.
4. Come prepared to advising appointments with questions and any assignments complete.
5. Understand degree requirements for majors you are considering.
6. Create and follow a plan that will lead you to a timely graduation.
7. Follow-up on referrals your advisor makes.
8. Check your UTC email daily.

Advisor Expectations

In an effort to meet the academic advising goals of the University, advisors will be expected to:

1. Provide accurate, program-based knowledge.
2. Utilize the University website, course catalog, class schedule, and other University resources to provide accurate information.
3. Clearly explain general education, major, degree, and graduation requirements for the program or unit under which they advise.
4. Be knowledgeable in current prerequisites, course sequencing, and course offerings for their area.
5. Be knowledgeable in academic policies, procedures, processes, and deadlines at the University and department or unit levels.
6. Understand and follow FERPA guidelines.
7. Be trained in academic advising functions in university programs, as well as issues related to student development.
8. Assist you in understanding transfer issues and the petitioning process.
9. Assist you in creating an academic plan that incorporates your major, minor, summer attendance, and desired graduation deadline.
10. Be available during reasonable hours each semester for academic advisement, general questions, and performance concerns.
11. Provide you a means for communicating, scheduling appointments, and keeping accurate, up-to-date records.
12. Conduct themselves in a professional and courteous manner while treating you with respect.
13. Refer you to other services, departments, or individuals as the situation requires.

Student Learning Outcomes

By the end of the freshman year, a nursing student should be able to:

1. Recognize and identify available majors in the area of interest, be able to list the major and appropriate General Education requirements, and said majors' pre-requisites and co-requisites.
2. Locate their academic advisor's contact information and effectively and professionally communicate with them.

3. Identify the importance of managing their time effectively and keeping commitments, including scheduled appointments with their academic advisor.
4. Recognize the contractual obligations of the academic calendar and catalog including, but not limited to: critical deadlines; FERPA; course repeat policy; and transfer credit processing.
5. Become familiar with the resources available on the UTC website and the essential functions of MyMocsNet. Available web resources include, but are not limited to: the course catalog and schedule, Clear Path Showcases, departmental webpages, and various student support services. MyMocsNet's essential functions include, but are not limited to: MyMocsDegree, course schedule and registration information, grades and other student records, financial resources, and UTC MocsMail.

By the end of the sophomore year, a nursing student should be able to:

1. Understand the importance of General Education and how these requirements relate to your selected major.
2. Understand the expectations of a nursing major, including translation of the pre- and co-requisites, nursing checkpoints, application to the program and the process of course sequencing.
3. Demonstrate professionalism by using effective written and oral communication when addressing your academic advisor and other university personnel, showing academic initiative, and keeping commitments and appointments.
4. Familiarize yourself with the university petitions processes.
5. Understand the various functions of MyMocsDegree and be able to independently use them in academic planning.
6. Begin to explore potential career possibilities within the nursing field.

By the end of the junior year, a BS Nursing student should be able to:

1. Apply problem-solving methods and exercise judgment for course sequencing to successfully meet degree requirements.
2. Take responsibility for your academic and collegiate planning.
3. Understand the potential consequences of academic changes on graduation.
4. Link appropriate courses with career path.
5. Identify, evaluate, and plan potential career or graduate school opportunities.
6. Navigate the graduation application process.

By the end of the senior year, a BS Nursing student should be able to:

1. Complete the graduation application process.
2. Successfully complete all degree requirements or compose alternative options.
3. Complete remaining graduation requirements as applicable. These may include, but are not limited to: specific major requirements, senior exit exam, financial aid Loan Exit Counseling, and Commencement activities.
4. Complete RN licensure paperwork and register for the NCLEX exam.
5. Maintain a professional relationship with your academic advisor.
6. Transfer the professional communication methods learned to your post-graduate relationships.