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Title: Advising Responsibilities	Revised: 07/01/10
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To supplement the work of the trained staff, the University maintains a faculty advisory program. Each new student is assigned to a faculty advisor from the Department or College/School of his/her major. The advisor assists the student in the selection of a course of study and students are encouraged to meet with the advisors frequently to discuss progress in their program of study and other areas of concern.

Usually, new faculty are not assigned advisees during their first year. New faculty are making numerous adjustments and, until they become oriented, their formal participation in advising is held to a minimum.

One specific responsibility of the faculty advisor is to be available each registration period and be present at each registration to help advisees prepare their class schedules. During registration it is important that advisors be alert for students who have been placed on Academic Probation or who have been suspended for any reason. The load of the probationary student is to be kept within acceptable limits and anyone who has been suspended is not to be permitted to register. Students may pre-register for a maximum of 18 hours; however, those with a strong academic background may take up to 23 hours with their advisor's approval. Non-probationary second semester freshmen, sophomores, juniors, and seniors may take up to 23 credit hours. Probationary students may take no more than 16 credit hours. Students working part-time should carry a reduced load. Veterans should check with the Registrar's Office for load requirements and benefits.

Normally, students will have the same faculty advisor during their entire college career. When a change of faculty advisor seems desirable, however, such a change is made easily and promptly through the Office of the Registrar at the request of either the student or the advisor.