

# 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.

# The College of Fine Arts Advising Center

The following is a checklist of important steps you will want to take to ensure your academic success as a Fine Arts major. Remember that advisors are available to answer questions and to assist you with any academic issues you may encounter throughout your journey to graduation.

Be sure to schedule an appointment every semester!

First Year	<p><b>Attend a New Student Orientation Session</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Meet with your advisor and discuss your goals, interests and concerns</li> <li><input type="checkbox"/> Complete diagnostics, placement exams or auditions, depending upon your major</li> <li><input type="checkbox"/> Set a tentative plan for classes each semester/year</li> <li><input type="checkbox"/> Build a balanced schedule to include your school and outside responsibilities</li> <li><input type="checkbox"/> Get involved at UNLV to maximize your college experience</li> <li><input type="checkbox"/> Review course restrictions and prerequisites and enroll in classes</li> <li><input type="checkbox"/> Take assessments to explore major/career options</li> <li><input type="checkbox"/> Utilize campus resources</li> <li><input type="checkbox"/> Apply for College of Fine Arts Scholarships</li> </ul>
Second Year	<ul style="list-style-type: none"> <li><input type="checkbox"/> Learn the degree audit system in MyUNLV</li> <li><input type="checkbox"/> Assess your academic standing and progress toward graduation</li> <li><input type="checkbox"/> Confirm your major choice or change majors if necessary</li> <li><input type="checkbox"/> Attend Rebels R.I.S.E. Event</li> </ul>
Third Year	<ul style="list-style-type: none"> <li><input type="checkbox"/> Meet with Faculty Advisors</li> <li><input type="checkbox"/> Prepare for recitals, juries, depending on major</li> <li><input type="checkbox"/> Begin to consider BFA programs</li> <li><input type="checkbox"/> Explore Graduate Programs</li> <li><input type="checkbox"/> Meet with professionals in your field of interest</li> </ul>
Fourth Year	<ul style="list-style-type: none"> <li><input type="checkbox"/> Apply for graduation</li> <li><input type="checkbox"/> Prepare for life after graduation: build your resume; complete applications for graduate programs (if appropriate); learn about interviewing skills and perform career searches.</li> </ul>

*As a result of your active advisement experience you will be able to:*

- Learn to read your Academic Requirements in MyUNLV to be sure you are completing your requirements with the appropriate courses
- 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

*Consider the College of Fine Arts Advising Center the FIRST STOP for all your advising needs!  
Call us at (702) 895-5390 to schedule an advising appointment.*

**“A work of art is above all an adventure of the mind.”  
- Eugene Ionesco**