S-5: STUDENT ADVISEMENT AND CONSULTATION

UNDERGRADUATE

POLICY: Each student is assigned a faculty advisor upon admission to the nursing program.

RATIONALE: Students need guidance and support to help them complete their program of studies successfully.

PROCEDURE: Students shall take an active role in the advisement process.

Advisement related to program contracts, such as progression or revision due to personal situations is completed with the Pre-Nursing advisor prior to acceptance into the nursing program. Once accepted into the program, students are assigned to the Associate Dean for Undergraduate Affairs until new student orientation when students are each assigned a faculty advisor. Then the student retains that Faculty Advisor for the duration of the nursing program. Faculty Advisors will contact their assigned students at least once per semester. Student progress in general is discussed. Consultation concerning progression in course activities is completed with the instructor of each course.

Student Responsibilities:

1. Respond promptly to advisor communications by e-mail, mail, or telephone.
2. Attend in-person meetings scheduled by advisor.
3. Make appointments with advisor to discuss academic difficulties, such as failing exams or unsatisfactory progress in clinical areas. This includes scoring below 850 on any HESI examination.
4. Review the student handbook and policies and procedures periodically.
5. Seek help from student support services as appropriate (Attachment #1).
GRADUATE

POLICY: Each student is assigned a faculty advisor upon admission to the nursing program.

RATIONALE: Students need guidance and support to help them complete their program of studies successfully.

PROCEDURE: Students shall take an active role in the advisement process.

Advisement related to program contracts, such as progression or revision due to personal situations is completed with the Pre-Nursing advisor prior to acceptance into the nursing program. Once accepted into the program, students are assigned to the appropriate Program Director until new student orientation when students are each assigned a faculty advisor. Then the student retains that Faculty Advisor for the duration of the nursing program. Faculty Advisors will contact their assigned students at least once per semester. Student progress in general is discussed. Consultation concerning progression in course activities is completed with the instructor of each course and the appropriate Program Director.

Student Responsibilities:

1. Respond promptly to advisor communications by e-mail, mail, or telephone.
2. Attend in-person, phone/video conferencing meetings scheduled by advisor.
3. Make appointments with advisor to discuss academic difficulties, such as failing exams or unsatisfactory progress in clinical areas.
4. Review the student handbook and policies and procedures periodically.
5. Seek help from student support services as appropriate (Attachment #1).

Approved by Student Affairs Council: 3/11/08, 11/19/12, 6/8/15, 8/10/15, 7/16/18

Approved by Faculty Organization: 3/25/08, 11/26/12, 8/17/15, 9/24/18

Approved by Dean: 3/25/08, 8/17/15, 9/24/18
## RECOMMENDATIONS FOR SUPPORT

<table>
<thead>
<tr>
<th>Support</th>
<th>Location</th>
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<tbody>
<tr>
<td>School of Nursing Web Page - Study Skills and Learning Enhancement Resources</td>
<td>UNLV - School of Nursing Homepage</td>
</tr>
<tr>
<td>Writing Center</td>
<td>Central Desert Complex - Bldg # 3 (by CBC) 895-2908</td>
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<tr>
<td>Reviews Paper - gives general feedback</td>
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<tr>
<td>Tutoring Center</td>
<td>Student Service Complex - Room 201 895-4782</td>
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<tr>
<td>(Tutoring in English and Math)</td>
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<tr>
<td>$5/hour, $50 minimum</td>
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<tr>
<td>Student Counseling &amp; Psychological Services</td>
<td>Reynolds Student Service Complex, Room 201 895-3627</td>
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<tr>
<td>(Anxiety, Stress, Personal problems, testing for test anxiety, etc.)</td>
<td>Drop in or Appointments Free of Charge - except for testing</td>
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<tr>
<td>Student Support Services (for low income, 1st generation college students, &amp; students with a disability)</td>
<td>SSC Room 143 895-4777 Students must qualify for these services</td>
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