
ACADEMIC ADVISING RESPONSIBILITIES

PURPOSE: To detail the advising responsibilities held by academic advisors.

I. Advising

Academic Advising is the process by which advisors, using their knowledge of the University, individual students and educational and career opportunities in their fields of study, guide advisees through their academic careers. Academic Advising includes using appropriate University records and other available resources to encourage advisees, to assess their interests, abilities and values in relation to their educational and career goals.

II. Advisors

All full-time official faculty assignments include responsibility for academic advising. In addition, BSU has the option of employing non-faculty advisors. Each college is given liberty to decide how its majors should be advised.

III. Responsibilities

- A. Provide advisees with information and assistance in course selection, academic program development, and interpretation of academic policies and procedures.
- B. Assist advisees in choosing educational and career objectives commensurate with their interests, abilities and values.
- C. Assist advisees in exploring the possible short- and long-range consequences of their choices.
- D. Post and maintain available hours for academic advising.