7.2 Faculty Advising

Last Revised: July 2011

Policy: Piedmont Community College is committed to student success. The College supports students in the pursuit of their educational goals by assigning each student a faculty advisor during the admission process. The integrity and success of the advising process depends on an open and ongoing channel of communication between the student and the advisor.

Purpose/Definitions: The advisor provides the student with information about educational, administrative, and career choices, and extracurricular activities. Students are responsible for contacting their advisor regarding any changes to their schedule.

Approval Authority/Monitoring Authority: Piedmont Community College’s Board of Trustees has approval authority for this policy. The Vice President, Instruction & Student Development and the Vice President, Continuing Education have monitoring authority for this policy.

Procedure:

1. Advisors will be assigned during the admissions process according to a student’s primary major.
2. The advisor guides the student throughout the student’s program of study and provides an appropriate timeline for completion.
3. Together, the advisor and the student plan the student’s schedule each semester to ensure that the student meets graduation requirements in a timely manner.
4. Students must notify the advisor of any schedule changes and must provide the advisor with the necessary forms to process those changes.

Legal Citation:

History: Effective October 1988, revised October 2001, reviewed March 2011