

7.2 Advising

Last Revised: August 2021

Policy: Piedmont Community College (PCC) supports students in the pursuit of their educational goals by assigning each student an advisor during the admissions process.

Purpose/Definitions:

Purpose

The integrity and success of the advising process depends on an open and ongoing channel of communication between the student and the advisor. The advisor provides the student with information about courses, programs of study, administrative and financial processes, career options, and extracurricular activities.

Definitions

N/A

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

Procedure:

Section 1: Advising Process

- 1.1. Advisors will be assigned during the admissions process according to a student's primary major.
- 1.2. The advisor guides the student throughout the student's program of study and provides an appropriate timeline for completion.
- 1.3. Together, the advisor and the student plan the student's schedule each semester to ensure the student meets graduation requirements in a timely manner.
- 1.4. Students should notify the advisor of any schedule changes and provide the advisor with the necessary documentation to process those changes.

Legal Citation: N/A

History: Effective October 1988, revised October 2001, reviewed March 2011, August 2021