

College Academic Advising Office

First-Year Advising Guide

2022-2023

WHAT IS ADVISING?

Academic advising is a proactive, professional partnership between you and your adviser that asks you to think critically about your time in the College. It is a teaching and learning relationship that is grounded in mutual respect and student empowerment. You will work with your adviser to develop an individualized path through the curriculum that is shaped by your academic, personal, and professional goals. By actively participating in advising, you will be able to more intentionally identify and engage in valued curricular and co-curricular activities. Advisers facilitate reflection and encourage you to make meaning out of the knowledge you've gained through goal setting, self-inquiry, and self-assessment.

As your primary point of contact on campus, your adviser is also here to demystify College policies and procedures. Advisers work in collaboration with faculty and campus partners to provide you with holistic support during your journey through the College.

FIRST-YEAR ADVISING LEARNING OBJECTIVES

Academic advising provides a low-stakes environment for you to practice goal-setting and to synthesize the “what” and “why” of your education. During the first year of college, you will:

1. Become familiar with identifying and accessing university resources and support services.
2. Locate academic policies and gain an awareness of how these policies impact you as a student.
3. Develop connections and engage in meaning-making of your educational experiences in and outside of the classroom.
4. Define interests and goals for academics, career exploration, and campus activities throughout your time at UChicago.
5. Identify and assess behaviors and practices that work best for you to achieve your academic and personal goals.
6. Create a four-year plan with flexibility for growth and exploration.
7. Learn best practices to communicate and develop relationships with faculty and staff.

EXPECTATIONS FOR THE ADVISING RELATIONSHIP

Academic Advising is collaborative. Below is an overview of what you and your Academic Adviser can expect from one another.

ADVISEE	ADVISER
<ul style="list-style-type: none">• Be familiar with the <u>core curriculum</u> and potential major requirements; asking questions when unsure• Develop competency in navigating the <u>College Catalog</u> and <u>My Planner</u>• Communicate any challenges, changes, or issues you are facing• Express your interests, values, and ambitions with your adviser to clarify educational, career, and personal goals• Arrive at scheduled meetings on time and prepared to actively engage in discussion• Check your <u>UChicago email</u> account regularly; manage your inbox and respond to your adviser, professors and other administrators as soon as possible• Review and update your anticipated course plan in <u>My Planner</u> quarterly• Be aware of and adhere to the College Student Code of Conduct and <u>University policies</u> and procedures	<ul style="list-style-type: none">• Listen carefully to your questions and concerns and respond thoughtfully• Help you plan and execute a curricular path to meet your degree requirements based on your goals and interests• Ask critical questions to help you think through your choices and decisions• Encourage and guide you to define and develop clear and realistic goals• Be accessible for appointments and typically provide responses to email requests within 24 hours• Assist you in understanding the <u>College Catalog</u> and provide clarity for questions you may have about the curriculum• Inform you of important procedures, deadlines, and policies, and the potential impacts of decisions• Create a receptive space to share your thoughts, aspirations, and interests

CONNECTING WITH YOUR ADVISER



Scheduled Meeting

Meetings with your assigned adviser can be booked 16 hours or more in advance for available meeting time slots.



Email

Best method for quick questions or updates. You will typically receive a response within 24 hours during the workweek (M-F).



Phone

Advisers are in meetings most of the day, so it is recommended to schedule a phone call or appointment as a follow up to an email.



Adviser On Call

Schedule a same day appointment for when your adviser is not available. 20 minutes or less for urgent questions.

SETTING THE STAGE FOR 4-YEARS OF SUCCESS

Each meeting with your adviser is intended to build upon the learning taking place in the classroom, your involvements across campus, and in the UChicago community. During your first year, we will focus on your adjustment to college and planning for your future by having focused conversations at our required meetings.

While one meeting a quarter is required, you can certainly meet with your adviser more frequently for consultation as needs arise.

AUTUMN	WINTER	SPRING
<ul style="list-style-type: none">• Checking in on your transition to UChicago as you find a sense of place academically and socially• Identifying any concerns or challenges early on and providing necessary supports• Setting up an academic plan for next quarter• Navigating My Planner and the College Catalog	<ul style="list-style-type: none">• Reflecting on your first quarter as a college student, academically, and socially• Identifying self-expectations and areas of desired change• Evaluating areas of interest and major options• Setting up an academic plan for next quarter	<ul style="list-style-type: none">• Discussing first year experiences• Determining goals for your second year and course trajectory with current major/minor interests• Defining the rest of your pathway through the core curriculum• Celebrating accomplishments