

Academic Advising Agreement

The College of Engineering academic advising process fosters the growth and self-sufficiency of students to become advocates of their own academic, personal, and professional success. Students and academic advisors partner to develop an academic plan that allows students to enhance their learning and achieve their goals. Our most successful students recognize the responsibility they must assume for their own progress. Students need to be responsible not only about their academics, but also the administrative duties needed to graduate.

As a student in the College of Engineering, you are expected to:

- Be aware of the degree requirements, such as [major](#), [general education](#), and [graduation requirements](#), and all relevant policies outlined in the current [University Manual](#). If you don't understand a particular policy or requirement, ask an academic advisor to explain it to you.
- Be familiar with the [academic calendar](#) for such information as add/drop and leave of absence and withdrawal deadlines, registration dates, and the final exam schedule.
- Schedule an appointment via [Starfish](#) to see your advisor prior to the registration period.
- Be prepared for your advising appointment. Conduct preliminary planning (reviewing and updating your [curriculum sheet](#), running [what-if reports](#), [placing potential courses in your shopping cart](#), etc.).
- Review your [degree audit](#) regularly for accuracy and to inform yourself of your remaining requirements for graduation. Notify your academic advisor of any discrepancy noted between our and your records.
- Keep your academic advisor informed of situations that may disrupt your academic work. Consult an academic advisor immediately if a serious problem (financial, medical, personal) affects your ability to attend class or interferes with your ability to focus on your education and to do your best work.
- Ensure your contact information and email address are up to date, and review your URI email account on a regular basis for notices and updates.
- Accept responsibility for the consequences of your academic and personal decisions, academic progress, and goal attainment.

Your Academic Advisor is expected to:

- Guide decision-making and responsible development of educational plans for achievement - this could include recommending students explore options outside of engineering.
- Listen to your academic concerns and needs.
- Be available to you during working hours via appointments and email and take an active interest in your welfare.
- Be knowledgeable about degree and general education requirements.
- Be knowledgeable about resources and able to make referrals ([Enrollment Services](#), [Counseling Center](#), [Academic Enhancement Center](#), [Center for Career & Experiential Education](#), etc.).
- Consult eCampus and current policies and procedures that affect you; be able to communicate that information to you.
- Keep accurate records and maintain confidentiality pursuant to [FERPA](#).

I have read and understood the above expectations.

Student Signature

Date

Student ID Number

Adapted from The College of New Jersey, University of California – Berkeley, and Iowa State University Academic Advising Agreements.