

PRINT NAME: _____ STUDENT ID: _____

Academic Advising Syllabus

Spring 2012

Pre-Professional Health Careers

Texas Tech University

Chemistry 340A

806 742-3078

Advisors:

Margie Brown

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Office Hours: M-F 8:00am – 5:00pm By Appointment

Pre-Advisement Assignment

Review professional health program requirements (prerequisites)

Review General Education requirements

Prepare a list of potential courses you would like to take and bring this list to your advising session

Bring a list of questions you would like to discuss with your advisor to your advising session

Advisor Responsibilities

Provide students with information about professional health programs

Assist students with course selections and course load

Assist students with understanding University policies and procedures

Direct students to successfully identify educational and career goals

Direct students to appropriate resources

Maintain confidentiality (will not discuss issues with parents or non-university persons without student's written permission; will respond to academic questions only via ttu.edu email accounts)

Student Responsibilities

Arrive prepared for the advising session

Be an active participant in the advising session (ask questions)

Develop realistic and attainable educational and career goals (discuss goals and options)

Stay current on professional program requirements

Stay current on course offerings and course schedules

Stay current on professional program application procedures

Become knowledgeable of University resources, policies, programs and procedures

Accept responsibility for decisions made in the advising process

Take ownership of your education in order to graduate and/or apply to your professional program in a timely manner based on your individual educational plan

Check your Texas Tech University email frequently (this is the University's official way to communicate with you)

Become an active member in a campus organization whose members are interested in health careers

Research your career interests

Research your backup plan in the event your career plans change

Talk to professionals who work in the career of your interest

Acquire experience working in a health care setting

Schedule and attend advising appointment each term before you leave campus for the holidays or the summer

Expected Student Learning Outcome

Student will utilize university resources to assist them in establishing their academic and career goals
Students will be able to accurately interpret professional health program requirements
Students will demonstrate effective decision-making concerning their career
Students will develop a comprehensive plan for achieving their educational/career goals

In conclusion, the college experience you build is your responsibility

Your advisor will assist you by providing information and resources, but ultimately you are responsible for planning your individual program and meeting academic requirements and deadlines.

Student's Signature : _____ Date: _____