UA BILL 8-2

RECOMMENDATION ON ADVISING

1. ADVISER SELECTION
   
   a. Students who are undecided about their majors shall be assigned initial advisers by the Office of Advising and Counseling.

   b. Students who have declared a major shall be assigned initial advisers by the Programs of their choice.

   c. Students may change advisers at their own discretion, with the agreement of the newly selected adviser.

2. STUDENT RECORDS
   
   a. The Admissions and Records Office shall provide faculty advisers with copies of all past academic records of a student at the time that the student-adviser relationship is established.

   b. The Admissions and Records Office shall send to each adviser near the beginning of each semester a printout of all his/her advisees, their addresses and phone numbers, and courses for which they are currently registered.

   c. At the end of every semester, the Admissions and Records Office shall send each adviser a record of the grades received that semester by each of his/her advisees, including withdrawals and incompletes.

3. REGISTRATION

Prior to registration, new students with a declared major shall receive academic advisement from a member of the faculty of the program of their declared major. New students without a declared major shall receive academic advising from the Office of Advising and Counseling. At registration, each new student shall submit a signed form indicating advice was received and from whom.