You can expect your advisor to:

- Encourage you to participate in extra-curricular activities and events.
- Assist you in making course and major decisions.
- Encourage you to work closely with your professors/instructors.
- Provide educational resources and referrals when appropriate.
- Encourage you to access the variety of resources and services available to them on campus.
- Monitor and accurately document your progress toward meeting your degree requirements.
- Listen carefully to your questions and concerns.
- Provide a safe space in which to share your thoughts, aspirations, concerns, and interests.
- Maintain confidentiality.
- Be open to developing and clarifying your personal interests, abilities, values, and goals.
- Keep a record of your academic progress and goals and organize them in a way that enables you to access them when needed.
- Be involved in the advising process by being prepared to discuss the courses you plan to take the next semester, your goals and educational plans.
- Learn how to interpret and use the catalog, WARD reports and STARS as needed and the Student Degree Plan if applicable.
- Be accessible for meeting with you during office hours, by appointment, telephone, or email.
- Encourage and guide you to define and develop clear and realistic educational goals.
- Understand and effectively communicate the curriculum, graduation requirements, and university and college policies and procedures through use of the catalog, WARD and website.

As an advisee, you have clear responsibilities in the advising partnership. In order to be successful:

- Schedule regular appointments early each semester and cancel or reschedule only if necessary.
- Learn the skills needed for academic success, and in learning how to access the variety of resources and services available to them on campus.
- Understand and effectively communicate the curriculum, graduation requirements, and university and college policies and procedures through use of the catalog, WARD and website.
- Be accessible for meeting with you during office hours, by appointment, telephone, or email.
- Encourage and guide you to define and develop clear and realistic educational goals.
- Provide a safe space in which to share your thoughts, aspirations, concerns, and interests.
- Maintain confidentiality.
- Listen carefully to your questions and concerns.
- Monitor and accurately document your progress toward meeting your degree requirements.
- Assist you in gaining decision-making skills and in assuming responsibility for your educational plans and decisions.
- Assist you in making course and major decisions.
- Encourage you to work closely with your professors/instructors.
- Provide educational resources and referrals when appropriate.
- Encourage you to participate in extra-curricular activities and events.
Expected Student Learning Outcomes for the Academic Advising Experience
Through the academic advising experiences at Western Illinois University, the advisee will:

- Be able to accurately read and effectively utilize a degree audit (WARD report) and Student Degree Plan if applicable.
- Develop an understanding of academic status and grade point average thresholds.
- Acquire an understanding of the general education requirements.
- Develop an educational plan for successfully achieving goals and select courses each semester to progress toward fulfilling that educational plan.
- Utilize the resources and services on campus to assist in achieving academic, personal, and career goals.
- Investigate extra-curricular activities and events that will supplement the academic experience.

Demonstrating Your Achievement of Learning Outcomes
In order for you and your advisor to accurately measure and document that you have achieved the learning outcomes for academic advising, the two of you will develop an on-going portfolio/record of your advising work. This portfolio will consist of materials including your educational plan, your semester schedules, collaborative work done due to various referrals on campus, and a variety of documents that you and your advisor will develop together to demonstrate your achievement of these outcomes.

Safe Zone
Western Illinois University advisors actively create an open, respectful, and supportive environment for all people. We serve students of all abilities, sexual orientations, genders, races, cultures, and socio-economic status.

*Adapted from the Academic Advisor Syllabi found on the National Academic Advising Association website.