

Academic Advising Syllabus

Advising
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Mission

WCTC academic advisors provide tools and information to empower students to develop their career goals and achieve academic success. Through campus-wide collaboration, advisors serve as advocates to help students to reach their full potential.

Student learning outcomes – Critical Life Skills

Analytical Skills

Solve personal, academic, and professional problems using disciplinary concepts and frameworks.

Citizenship Skills

Demonstrate global awareness, social responsibility, and effective engagement with diverse populations.

Communication Skills

Communicate effectively in personal, academic, and professional interactions using appropriate modalities.

Critical Thinking Skills

Evaluate resources to make informed and ethical decisions.

Relationship Skills

Cultivate civil relationships to be effective in personal, academic, and professional life.

Self-management Skills

Apply methods of continuous personal, academic, and professional improvement.

Expectations of advisor

You can expect your advisor to:

1. Encourage and guide you as you define and develop goals and move toward success.
2. Assist in understanding the purposes and goals of higher education.
3. Treat you with respect and listen carefully to your questions and concerns.
4. Provide you with resources and referrals.
5. Understand WCTC degree and program requirements and effectively communicate them.
6. Be accessible to meet for advising via email, appointment or telephone.
7. Connect your academic experience to your personal and professional goals.
8. Be familiar with College policies and procedures.

Expectations of advisee

Your advisor will expect you to:

1. Make contact with your academic advisor at least once a semester.
2. Connect with campus resources as needed.
3. Come prepared with questions and documents to appointments.
4. Follow through on agreements with your academic advisor.
5. Be an active participant in developing and modifying your education plan and in identifying personal and career goals.
6. Demonstrate knowledge of specific program requirements.
7. Research College policies, procedures, program requirements and opportunities to make appropriate decisions.
8. Demonstrate professionalism (plan ahead, schedule appointments, call if cancellations are needed, arrive on time).
9. Read all WCTC mail, email and portal announcements and utilize myAccount and Blackboard.
10. Demonstrate knowledge of where to find important dates.

