

Policy S-2.02
UNIVERSITY OF FLORIDA
COLLEGE OF NURSING

TITLE: **ACADEMIC ADVISING OF UPPER DIVISION BACCALAUREATE NURSING STUDENTS**

POLICY: Academic advising is provided by the University and the College of Nursing to help students succeed in the nursing program of studies. The Office of the Assistant Dean for Student Services (ADSS) provides academic advising to pre-nursing and upper division baccalaureate nursing students for the duration of their program.

RATIONALE: The University of Florida and the College of Nursing are supportive of each student's right to receive appropriate academic advising.

PROCEDURE:

1. Upon admission to the College of Nursing, each upper division baccalaureate nursing student will be assigned an Academic Advisor by the Assistant Dean for Student Services (ADSS) for the duration of their program of studies. Students are informed of their advisor in their admission letter.
2. The Office of Student Services (OSS) develops Academic Advising/ Registration materials prior to the beginning of each semester. The course/classroom schedules and advisement information is accessible on the College of Nursing Website (<http://con.ufl.edu>) under "Current Students" then "Advisement/Class Schedules" for each semester.
3. The Advisor will provide dates and times for routine academic advising appointments to students each semester via e-mail prior to the registration period, and at additional times based upon student request or need. All students are responsible for maintaining contact with their Academic Advisor. Students may request academic advising at additional times as needed.
4. A student database will be maintained by the Advisor in the OSA that includes the dates of advising appointments and other pertinent information that can be used for auditing and accreditation purposes.