

ACADEMIC ADVISING

Timely academic advising is used consistently throughout the College to promote student success and retention.

Academic Advising Process

A faculty advisor is assigned to each student upon the student's acceptance to Dunwoody. The Admissions Department notifies each student of the assigned advisor during orientation. Over the course of the student's education, the student may be assigned a different advisor. Academic deans and program managers are responsible for developing an advising system that works within their individual academic curriculum. They are required to have academic conversations with each student at a midterm point in the curriculum. Academic advising sessions are private in nature and are conducted in a private room. Academic advisors document the date of the advising session and any key points in the Student-at-a-Glance Report in IIS. Any follow-up necessary to provide the student any information that is required or requested is the responsibility of the faculty advisor. Academic deans and program managers are responsible for assigning faculty advisors and for updating changes to faculty advisors through the Registrar. Items considered academic in nature:

- Final course grades/midterm grades
- GPA
- Academic warning/probation
- Attendance/timeliness
- Missing assignments
- Work performance