One of the advantages of being in this department is that you have two (2) advisors to assist you. Below I have outlined what some of the major roles and duties your advisors will undertake.

**Professional and Faculty Advisors’ Roles in Advising**

- Establish an ongoing interaction to discuss program requirements and graduation
- Discuss selection of courses in program
- Discuss in depth the Teacher Admission requirements
- Develop an educational plan outlining the complete program
- Assist with major and transfer course substitutions as needed
- Mentor students by exploring career and internship options
- Discuss and map out a plan for academic difficulty—probation, suspension
- Help students understand University’s policies and procedures
- Provide information regarding adding and dropping classes or withdrawal from the University
- Provide appropriate referrals to assist students while at the University
- Be accessible by either email (most preferred), phone or scheduled appointment. Walk-ins would have a better opportunity to access the Professional Advisor
- Listen and provide appropriate and best response in good faith to students’s questions or concerns
- Encourage students to reach and meet their academic potential and goals