Advisor/Advisee Responsibilities

In order to promote a supportive advising partnership, it can be helpful to understand what you can expect when you meet with an academic advisor.

**Advisors are here to:**
- Listen carefully to your questions and concerns
- Provide a safe and inclusive space
- Guide your exploration of curriculum, graduation requirements, UC Davis policies and procedures, etc. to assist you in making timely degree progress
- Encourage, guide, and support you in developing goals and educational plans
- Provide accurate and timely information
- Connect you to university resources and services
- Be accessible during advising hours, by telephone, or email/messaging system for advising
- Maintain confidentiality in compliance with the Family Educational Rights & Privacy Act (FERPA)

Students are coming from all different types of backgrounds and educational experiences. Here at UC Davis, you are encouraged to pursue your individual goals and personal dreams.

**Advisors expect you to:**
- Take ownership of your education by attending class, regular advising appointments, instructor office hours; familiarizing yourself with your degree requirements; etc.
- Regularly utilize online academic tools, such as: OASIS; My Degree; Canvas; Schedule Builder; Campus Email; and My UC Davis Message Center, etc.
- Prepare for advising meetings ahead of time by formulating questions, familiarizing yourself with academic requirements; drafting a first year academic plan and answering any preparatory questions prior to your appointment
- Ask for help when you need it, show initiative and make use of campus resources (e.g. Student Academic Success Center; Student Health & Counseling Services; Residence Hall Advising Team; Student Disability Center)
- Explore, reflect on, and identify current educational, career and life goals

**For more information or to meet with an academic advisor:**

College of Agricultural & Environmental Sciences: [http://www.caes.ucdavis.edu/students/advising](http://www.caes.ucdavis.edu/students/advising)
College of Biological Sciences: [https://basc.ucdavis.edu/advising/index.html](https://basc.ucdavis.edu/advising/index.html)
College of Engineering: [https://engineering.ucdavis.edu/undergraduate/advising/](https://engineering.ucdavis.edu/undergraduate/advising/)
College of Letters and Science: [https://ls.ucdavis.edu/advising](https://ls.ucdavis.edu/advising)