

# Academic Advising / Educational Planning

Wenatchee Valley College believes that academic advising is an essential component of our mission. The fundamental element of the advising process is to assist students in understanding and maximizing the educational opportunities available to them. WVC is committed to ensuring this practice is effective and accessible to all students.

Through advising, WVC strives to:

- Ensure that students have access to dependable counseling and advising services.
- Provide students with relevant, current and accurate information that allows them to make informed decisions.
- Assist students in better understanding the correlation between educational choices and career goals.
- Assist students in developing an educational plan that is efficient and practical.
- Assist students in developing accountability in assessing and meeting their educational goals.
- Provide students with information on college policies, procedures, programs and activities to make them aware of the benefits and opportunities in their educational experience.

## Role of the Faculty Adviser

Student-faculty relationships have always been viewed as a key component of higher education. Faculty advisers have a special knowledge in their disciplines and are aware of specific courses within their divisions, and in educational and career opportunities in their areas of concentration. The faculty adviser can:

- Assist students with academic planning, course selection and scheduling.
- Assist students with developing, clarifying and evaluating educational plans and goals.
- Assist students with identifying and exploring alternative educational opportunities.
- Assist students with the development of long-range educational plans.
- Assist students with transfer information for in- state colleges and universities.
- Assist students in gaining an understanding of the complete requirements of a program.
- Refer students, as needed, to counseling services for educational, personal or emotional support.

## Role of the Educational Planner and College Navigator

Educational planners' and college navigators' roles primarily focus on providing academic and support services for first- time students. Educational planners and college navigators are knowledgeable about the broad range of programs of study available at WVC. They are very helpful to first-time students and are skilled in making appropriate referrals. The educational planners and college navigators:

- Interpret placement results and recommend appropriate classes.
- Assist students with academic planning, course selection and scheduling their first quarter at WVC.
- Assist students in planning strategies or approaches to successful goal achievement.
- Assist students in gaining an understanding of the complete requirements of a program.
- Refer students, as needed, to counseling services for educational, personal or emotional support.
- Assist students in the development of functional educational plans.

## Role of the Counselor

Many WVC students have multiple issues that accompany them when attending classes, making learning difficult. The pressures from school and outside sources can be overwhelming and cause students to drop out and not experience the best that college life can offer. Expertise in personal counseling, along with knowledge of academic program requirements, allows WVC counselors to effectively work with students to enhance their success. The counselor can:

- Assist students in clarifying educational goals.
- Help students become aware of the wide range of educational and career options available to them.
- Assist students with academic planning, course selection and scheduling.

- Assist students in dealing with issues that adversely affect them in attaining their goals.

## Role of the Student

The role students play in their educational plans must be dynamic. Being proactive to maximize the advising process will provide a solid foundation for their educational experience. Advising is a shared responsibility, and builds on the strengths of the faculty adviser and the student's willingness to be involved. It is the student's responsibility to:

- Read the college catalog and all student policies on the college website and in the student handbook.
- Have all transcripts from other institutions evaluated by the transcript evaluator, with classes noted that relate to the certificate or degree.
- Develop a current educational plan and bring that to the quarterly advising meeting with the faculty adviser.
- Set and keep quarterly advising appointments with their faculty adviser.
- Know what placement tests have been taken and include the results in the educational plan.
- Know deadlines and dates as they pertain to advising, enrollment and graduation.
- Learn the transfer entrance requirements at potential transfer institutions.