**Academic Advising**

1. **Introduction**

Students who have declared a major or minor, or pre-major, should seek advising from their advisor in their College’s advising center or department; students who have more than one major or minor should seek advice from each of their assigned advisors in each academic department. Students who are undeclared should seek advising from their assigned advisor in the University Advising Center or the University Transfer Center.

1. **Policy and Procedure Statement**

Each student at UNC Charlotte is assigned an academic advisor or advisory committee in the student's major field of study. Students who have declared a major or minor, or pre-major, should seek advising from their advisor in their College’s advising center or department. Students who have more than one major or minor should seek advice from each of their assigned advisors in each academic department. Students who have declared a major and are unable to identify their advisor should contact their major department. Students who have not chosen or been admitted to a major or pre-major program are enrolled as students of University College (UCOL) and are assigned an advisor from the University Advising Center. The University Advising Center also provides services to students who are transitioning from one major to another. A student may learn how to find their assigned advisor by visiting [advising.uncc.edu](http://www.advising.uncc.edu).

In helping students achieve their educational and career goals, advisors will focus on enhancing the students’ transition from high school or another college/university, will offer assistance in understanding University policies and procedures, and will refer students to campus services that will best ensure the students’ success both on campus and in meeting their career goals. The advisors will also facilitate the development of decision-making skills critical to success in college and life. Each student’s assigned advisor will communicate regularly with the student throughout the year about important dates, programs, and services that will help ensure success at UNC Charlotte. Students are encouraged to maintain contact with appropriate advisors throughout their university career.

The advisor assists the student to develop a plan of study based on the student's prior preparation and objectives. The academic advisor will provide academic advice and counsel, but the final responsibility for ensuring that program requirements are met remains that of the student.