

Sam M. Walton College of Business

Freshman Advising Syllabus

Academic Advising and Welcome Center: WCOB 328
Office Hours: Monday-Friday 8 AM-5 PM

For appointments, call 479-575-4622 or schedule through UASuccess

University of Arkansas Advising Mission Statement

Academic advising is an active, ongoing exchange between the advisors and students grounded in teaching and learning. Advising is based on students gaining accurate and appropriate information and direction to help make their educational experience relevant, coherent, and meaningful. It is a process that assists students in connecting with the University of Arkansas, making thoughtful decisions related to their academic experiences, and maximizing their educational and career opportunities. Quality academic advising is essential to achieving the University's vision.

While procedures may vary among schools and colleges, all successful academic advising should include the following:

- A mutual respect between advisor and student with the student possessing final responsibility for successful completion of a degree
- Respect for students' ethnic and racial heritage, age, gender, culture, national origin, sexual orientation, and religion, as well as their physical, learning, and psychological abilities
- A developmental and educational process that occurs over time
- Consideration of individual students' interests, abilities, and needs
- A collaborative effort to connect students to campus resources and services
- Reasonable availability and accessibility to advisors
- Interpretation of University of Arkansas, college, and departmental rules and regulations
- A student's understanding of the purpose and nature of the university core courses
- Recommendation of appropriate courses
- A student's understanding of and progress toward academic requirements
- General information regarding career options and opportunities, with appropriate referrals as necessary
- An understanding of and adherence to laws and regulations that relate to academic advising
- Adherence to the highest principles of ethical behavior

The University is committed to developing each student to his or her fullest potential. To this end, programs in each college have been established to improve the academic achievement and persistence of students on academic warning and of other students in need of academic assistance. Such assistance is provided through a variety of instructional and informational services.

Important Websites

Academic deadlines and semester calendars:
registrar.uark.edu/academic-dates/academic-semester-calendar/

Sam M. Walton College of Business
walton.uark.edu

Walton College Advisor and Student Expectations

Students can expect that their academic advisor will...

- Provide accurate information
- Educate students on the Walton College curriculum and academic policies
- Treat students with respect
- Be on time for scheduled appointments
- Return emails within 3 business days
- NOT make students' schedules for them
- Assist students with making good academic choices
- Refer students to other campus resources as needed
- NOT recommend teachers or classes based on difficulty
- Keep accurate student records
- Respect the privacy of students
- Refer to students by name
- NOT tolerate threatening or inappropriate behavior

Advisors expect that Walton College students will...

- Arrive on time for advising appointments
- Treat advisors with respect
- Use appropriate language in the Academic Advising and Welcome Center
- Know their University Student ID Number
- Be prepared for their advising sessions
- Follow through with advisors' recommendations
- Make sure that the University has their accurate contact information
- Turn cell phones or pagers to silent when meeting with an advisor
- Make all attempts to solve academic issues themselves before asking family or friends to become involved
- Abide by the University of Arkansas Student Code of Conduct
- NOT ask advisors to request exceptions on their behalf
- Make advance appointments to see an advisor
- Follow all academic regulations set by their catalog of studies

Advising calendar

August

- August Intersession held
- Fall semester begins
- Meet FBC mentor in class

September

- Drop by office hours and introduce yourself to your instructors
- Attend a student organization meeting

October-ADVISING MONTH

- Schedule an appointment with your Walton academic advisor (WCOB 328)

November

- Register for Spring classes

December

- Fall final exams
- Fall Commencement
- Holiday break begins

January

- January Intersession held
- Spring semester begins

February

- Determine summer academic/work plans

March-ADVISING MONTH

- Schedule an appointment with your Walton academic advisor (WCOB 328)
- Spring break

April

- Register for Summer/Fall classes

May

- Spring final exams
- Spring Commencement
- May Intersession held
- First summer session begins

June

- First summer session ends

July

- Second summer session begins

First Year Goals

- Complete ISYS 11203 in the Fall semester.
- Learn more about each major in the Walton College and begin to think about which suits you best.
- Visit Walton Career Connections and upload your resume to Handshake.
- Become familiar with the pre-business core courses and requirements.
- Create a plan to complete the pre-business core in 4-5 semesters and add it to Workday.
- Identify and locate academic assistance opportunities on campus, such as the CORD for free tutoring in business and non-business courses, the Business Communication Lab, and faculty office hours.
- Get involved with a campus student organization.