

## Academic Advising in FBMH

*All of our taught programmes will embed the following objectives for academic advising into student programmes. We will support our staff in meeting these objectives.*

*Our aim is that by engaging with their advisor, students will:*

- know their advisor cares about their progression, academic success and future plans
- feel they belong and are valued, regardless of their background, personal strengths and weaknesses
- know who to contact if they experience difficulties either personally or academically
- achieve positive changes in their academic and personal confidence as a result of setting and achieving goals and reflecting on their experiences
- gain and grow in confidence and skills in developing professional relationships

To achieve these aims advisors should:

- assist students with the process of induction and orientation into academic life and the University community and respond promptly to any communication from them
- work with students to build personal academic relationships
- retain an interest in their students' personal and general academic and professional development throughout their academic careers while at the University, providing information and guidance on academic choice
- monitor both academic performance and student engagement in a proactive manner and advise on constructive strategies to enable improvement, for example through the use of a personal portfolio or personal development plan
- Offer academic advice to their allocated students on their general progress and signpost relevant careers and skills development provision to enhance employability

- listen to students and offer students help and advice about pastoral/non-academic matters and to signpost students to other student services for further assistance, if necessary
- ensure that a note is kept of discussions at each meeting with the student and any follow-up actions agreed
- provide references