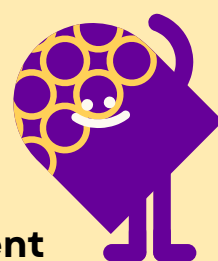




Academic Advising Roles & Responsibilities

As a taught student at The University, a member of academic staff in your School will be assigned as your Academic Advisor. They are a point of contact for you throughout your programme. Academic Advising is all about establishing a proactive partnership. This document sets out how to make the most of the advising relationship.



YOU

YOUR ADVISOR



- attend and prepare for all meetings with your Advisor, and respond promptly to any communication from them

- assist you with the process of induction and orientation into academic life and the University community

- keep a record of agreed actions, and make use of the support and guidance offered at the University (see overleaf)

- get to know you as an individual: your interests, your wellbeing and personal development

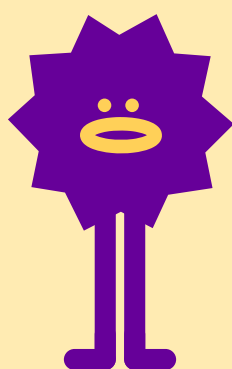
- take the initiative in raising problems or difficulties (academic or personal) at the earliest possible opportunity

- take an interest in your future plans, and support you to enhance your prospects for employment or further study

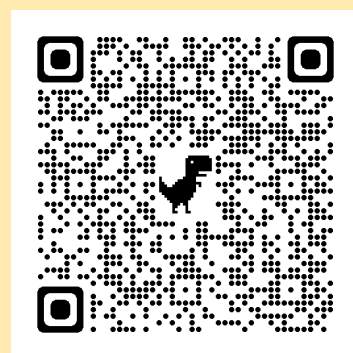
- let your School or Advisor know when you are ill, or have other good reason for non-attendance or failing to meet deadlines

- keep an eye on your academic performance and engagement, and advise you on constructive strategies for improvement

Your Academic Advisor



Hear students sharing their tips about Academic Advising on the Student Support website:





Resources



The Advising Model

The Advising Model illustrates how your Advisor can help you to identify and progress towards your goals through a simple cycle of Discussion, Prioritisation, Implementation and Reflection



Academic Development

My Learning Essentials is the Library's programme of skills support. It includes online resources as well as face-to-face workshops on a wide range of topics to help your personal, academic and professional development.

Understanding **Academic Integrity** is an important part of belonging to an academic community.

Disability Advisory and Support Service (DASS) supports both students and staff with practical adjustments to enable you to succeed.

Support and Wellbeing



The **Student Support website** is the key repository of all student-facing advice and guidance, including tailored support for specific communities.

You can chat live with a wellbeing advisor via the Library's **Live chat** between 11am-12pm and 3pm-4pm Monday-Friday: or request a live chat slot by emailing studentsupport@manchester.ac.uk

Your School-based **Student Support Office**, Student Rep and **Student Union** are also there to help.

Employability and Further Study

The **Careers Service** offers workshops, recruitment fairs, support and advice to help you make the most of your time here and best prepare you for your future.

If you don't hold a British passport the **Immigration and Visas** team can advise you on working in the UK and plans for further study post-graduation.

