



Master of Physician Assistant Studies

Student Advising Policy

- **Origin Date:** 2/21/2016
- **Last Evaluated:** 6/2021
- **Responsible Party:** Academic Director
- **Minimum Review Frequency:** Annually
- **Approving Body:** Principal Faculty

Background and Purpose

Academic advising is an integral part of the FGCU learning experience. Advising is a developmental process that reinforces student growth and development through clarification of life, educational and career goals. The following goals for academic advising practices within the Marieb College of Health & Human Services (MCHHS) are adopted from the National Academic Advising Association (NACADA) document on advising goals:

- Provide general information regarding University policies, procedures, and campus resources
- Assist students in establishing and completing educational and career goals

The purpose of this policy is to define the academic advising process and to ensure there is a formalized system in place to assist students in reaching their educational and professional goals.

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Policy Statement

General Information

Each student admitted to the Physician Assistant (PA) Program is appointed a faculty advisor to serve as the student's advisor. MPAS principal faculty serve as faculty advisors. These appointments are for the duration of the student's tenure in the program and are assigned by the Program Director. The purpose of the student advisee/faculty advisor relationship is to foster the student's professional growth and development in the PA Program. Routine advising meetings are conducted at least once each semester to assist with planning, student progress and development needs during the program.

Any request for change in the student advisee/faculty advisor relationship is made through the Program Director. The student or advisor may address a formal written request to the Program Director for consideration. Changes in the student advisee/faculty advisor assignment are highly discouraged and should be carefully considered before request.

Advisor Responsibilities

Upon admission and acceptance into an academic program in the MCHHS, students are assigned a faculty advisor from their academic department. Faculty advisor responsibilities include:

- Interact with openness in communication, confidence and trust
- Assist students in establishing realistic educational and career goals
- Consult with students in program course planning
- Refer students to other campus resources as needs are identified
- Review the University and Program policies and procedures
- Assist students in identifying professional opportunities

Routine advising meetings in the PA Program include, but are not limited to, review of the following:

- Academic Performance: review of current course grades, overall GPA, and areas/topics/courses that may be troublesome for the student.
- Professionalism: review of Student Professionalism Rubric and any student demonstrated professionalism issues.
- Study Skills/Time Management: review of study habits and test-taking problems
- Other personal or professional stressors that may be affecting program performance

It is critical that any student issues or academic problems be identified as early as possible and that referrals be initiated to maximize each advisee's opportunity for success. Referral to other campus resources will be made when a student need is identified. The advisor will not assume the role of a professional provider of needed services for any student. Common campus referral resources include:

- Office of Adaptive Services: Testing and disability accommodations, tutoring, writing resources, and study strategy improvement. <https://www.fgcu.edu/adaptive/>
- Student Health Services: Routine medical care, immunizations, and specialty referrals. <http://www.fgcu.edu/studentlife/studenthealth/index.aspx>
- Counseling & Psychological Services: <https://www.fgcu.edu/studentlife/healthandsafety/caps/#CounselingServices>

- Student Services: Financial Aid, Registration, Parking Services, ID Cards, University Police, Career Development.
<https://www.fgcu.edu/studentlife/studentservices/index.aspx>
- Office of Institutional Equity and Compliance: Title IX, discrimination, and sexual harassment complaints. <https://www.fgcu.edu/equity/titleix/>

All student advising sessions are documented utilizing the Student Advising Form and/or PA Advising Comments Sheet and maintained in the individual student's program file.

Advisee Responsibilities

An important factor for successful progression is for students to seek advisement within their academic department. Advisee responsibilities include:

- Initiate advisement process by contacting your faculty advisor to schedule an appointment when required or when in need of assistance. If you cannot attend the scheduled meeting, as a courtesy, notify your advisor in advance.
- Prepare for the advising session and bring all necessary materials to the meeting
- Familiarize yourself with and understand the requirements of the program
- Become knowledgeable and understand University policies and procedures
- Understand and know your abilities, interests, and values as they relate to your educational and career goals
- Be flexible in accommodating time for advisement
- Adhere to policies and procedures within the College and the academic program standards
- Follow through on the recommendations made by your faculty advisor during your advising session
- Students must meet with their program faculty advisor at least once per semester; however, students should meet with their faculty advisor as needed when any issues or problems arise that could affect program performance.
- Students who do not meet with their program advisors each semester are responsible for any missed information and guidance and may be subject to professionalism action. The program faculty advisor monitors the student's progress toward degree completion including overseeing the student's progress in his/her Program of Study, and supports the student's efforts toward completion of all graduation requirements. Students are ultimately responsible for meeting these graduation requirements.

ARC-PA Associated Standards

A1.04 The sponsoring institution must provide academic ... services to PA students that are equivalent to those services provided other comparable students of the institution.

A2.05e Principal faculty and the program director must actively participate in the processes of academic counseling of students

A3.10 The program must have written policies that provide for timely access and/or referral of students to services addressing personal issues which may impact their progress in the PA program.

Next Scheduled Review Date: 6/2022

Last Modified:

Results of modification

6/2021 Updated to ARC-PA 5th Ed Standards