



Main Office: 103 Julius Foust Building, Monday-Friday (9:30 AM – 5:00 PM) Email: [casa@uncg.edu](mailto:casa@uncg.edu) Phone: (336)334-4361

### MISSION STATEMENT

CASA advisors **support** first year students in the College of Arts and Sciences in their transition to a college environment. We **teach** students how to understand and navigate degree requirements and course options, take advantage of support services, and **encourage** students to adopt a professional and proactive approach to lifelong learning. CASA advisors **empower** students to make the most of their liberal arts education as they acquire skills needed to meet the challenges of a complex and changing world.

### ADVISING OVERVIEW

Most first-year students\* who have a declared major in the College of Arts and Sciences are advised by members of CASA, the College of Arts and Sciences Advising Center. We encourage students to see a CASA advisor whenever they need help, but we require a minimum of three meetings throughout their freshman year: during Freshman SOAR, during Fall semester, and during Spring semester. We will work together so that students understand major, minor, and general education options and requirements and so that students recognize the wide array of appropriate resources to ensure academic and personal success at UNCG. Once students in the College of Arts and Sciences have earned more than 24 credit hours and are no longer in their first semester at UNCG, they will be assigned to faculty members in their major department for advising.

\*First-year students majoring in Biochemistry, Interior Architecture, Mathematics, Philosophy and Physics are advised in their respective departments.

### EXPECTATIONS OF STUDENTS

You are responsible for each of these items:

- **Communicate openly** with your advisor. Be honest and open about things that may be hindering your success. The goal is that by working together, I will be able to be an effective advisor for you and you will succeed.
- **Think critically** about your educational goals and plans, meaning that you will: be open to developing and clarifying your personal goals, research opportunities and requirements as needed, and take responsibility for and ownership of your education.
- **Conduct yourself professionally**, which includes: scheduling appointments in advance, showing up for appointments on time, coming prepared for appointments, and communicating in a respectful manner.

### EXPECTATIONS OF ADVISORS

Your advisor is responsible for each of these items:

- **Contact** you each semester to check in and to prompt you to schedule an advising appointment.
- **Listen** to you as you discuss various successes and challenges you are facing in college.
- **Help** you find the right student services offices to address those challenges.
- **Teach** you how to use the tools needed for course selection and registration.
- **Empower** you to make practical long-term academic plans that can help you balance your degree requirements and co-curricular goals (study abroad, internships, etc.).
- **Protect** your rights to educational privacy. Because of FERPA, we will not release any academic or identifying information, even to your parents, without your specific written consent.

The student will be able to	as determined by
Articulate connections between class selection and personal interest	Fall and Spring Reflections
Explore opportunities for learning outside of the classroom	Fall Reflection and appointments
Assess and utilize resources	Fall and Spring appointments
Model perseverance	Fall and Spring Reflections
Calculate GPA (current, needed, and/or desired)	Spring Reflection
Interpret academic progress in relation to graduation requirements	First Semester Plan and Spring Reflection

### RECOMMENDED ADVISING & SUCCESS RESOURCES TO REVIEW:

Undergraduate Bulletin.....<http://reg.uncg.edu/catalog/>  
 CASA Online.....<http://uncg.edu/casa/>  
 Student Success Center..... <http://success.uncg.edu/>  
 Math Help Center.....<http://uncg.edu/mat/mathhelpcenter/>

Career Services Center.....<http://csc.uncg.edu/>  
 Academic Calendar.....<http://reg.uncg.edu/calendars/>  
 Speaking Center.....<http://speakingcenter.uncg.edu/>  
 Writing Center.....<http://writingcenter.uncg.edu/>