

This document is meant to help you understand the advising process.

Academic Coordinator Christina Wilson advises all first- and second-year students in the Department of Landscape Architecture. Third- and fourth-year students are assigned a faculty advisor.

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## About

From your first semester, the goal of academic advising is to see you complete your university degree and be well prepared for your endeavors post-graduation. We encourage you to adopt a similar strategy of long-range thinking so that, together, we can work towards this goal.

The purpose of academic advising is to create a holistic vision of the academic and co-curricular opportunities available to you as we simultaneously develop your problem-solving and decision-making skills. Ideally, our collaboration empowers you to

1. navigate the resources and rules of the University of Kentucky, including, but not limited to:
  - Academic integrity
  - Degree requirements and the process of degree completion
  - Campus and financial resources
  - Accessing appropriate support services
2. make personalized and responsible decisions about your education, including, but not limited to:
  - Degree components and support services
  - Individualized plan of study based on your interests (certificates, minors, support course, etc)
  - Assessing your study skills, office hours usage, assignment completion, initiative in seeking help

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## Preparing for Your Academic Advising Appointment

1. Familiarize yourself with the academic calendar and be aware of all university and department deadlines.
2. Review your Degree Audit in MyUK; you may also wish to consult with UKLA's Degree Progress and Planning document. Know what you need to do to continue through the program.
3. Review the course catalog and make a list of your planned courses for the upcoming semester and beyond.
4. Fill out and print any necessary paperwork.
5. Check myUK for any holds on your account and make your appointment through myUK.
6. Come prepared with your questions written down.

## Expectations

We, your advisors, will prepare for our meetings by reviewing any and all notes in myUK; preparing documents and information to be shared; and checking on your degree progress. When you arrive, our phones will be silenced. We will listen attentively and ask questions that help us help you. We will provide you with the most accurate information available to us and will strive for clarity when imparting that information to you. We will respect your opinions, boundaries, and confidentiality; treat you fairly and kindly; and offer honest assessments of your academic progress.

We expect, then, that you will prepare for our meetings by reviewing your notes; preparing any documents and information you wish to share; and checking on your degree progress. During our meetings, your phone will also be silenced. You will listen attentively and ask questions that help us help you. You will provide your advisor with the most accurate information available to you and will speak up when we fail to make information clear to you. You will treat us fairly, kindly, and respectfully, and will strive for honesty during our discussions.

We are here to help you make informed decisions, whether we agree with those decisions or not. Indeed, the educational choices you make are yours alone and the responsibility for knowing and fulfilling degree requirements ultimately rests with you.

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- **University Registrar**  
P: 859.257.7157; [www.uky.edu/Registrar](http://www.uky.edu/Registrar)
- **Disability Resource Center**  
P: 859.257.2754; [www.uky.edu/StudentAffairs/DisabilityResourceCenter/](http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/)
- **James W. Stuckert Career Center**  
P: 859.257.2746; [www.uky.edu/CareerCenter](http://www.uky.edu/CareerCenter)
- **International Center**  
P: 859.323.2106; <http://international.uky.edu/>
- **MyUK Help Desk**  
P: 859.218.4357; [www.uky.edu/UKIT/218-HELP](http://www.uky.edu/UKIT/218-HELP)
- **Student Behavioral Health Clinic**  
P: 859.323.5511; <https://ukhealthcare.uky.edu/university-health-service/student-health/services/behavioral-health>
- **University of Kentucky Counseling Center**  
P: 859.257.8701; [www.uky.edu/StudentAffairs/Counseling](http://www.uky.edu/StudentAffairs/Counseling)
- **Violence Intervention and Prevention Center**  
P: 859.257.3574; <https://www.uky.edu/vipcenter/>
- **Student Rights and Responsibilities**  
[www.uky.edu/StudentAffairs/Code](http://www.uky.edu/StudentAffairs/Code)
- **Academic Ombud**  
P: 859.257.3737; [www.uky.edu/Ombud](http://www.uky.edu/Ombud)
- **Student Support Services** (first-generation, low income, documented disability students)  
<https://www.uky.edu/sss/>
- **Transformative Learning** (academic tutoring)  
[www.uky.edu/thestudy/](http://www.uky.edu/thestudy/)
- **CAFE Center for Student Success**  
<https://students.ca.uky.edu/>
- **Office of Student Involvement**  
P: 859.257.8867; [www.uky.edu/GetInvolved](http://www.uky.edu/GetInvolved)