

Introduction

Introduction from President Stan L. Albrecht

In colonial times, the president of the institution was actually responsible for advising students not only in their curricular choices, but in their extracurricular and moral choices as well. Fortunately, by the nineteenth century, a formal system of advising—experts in the field—had been developed.

We are exceedingly pleased at Utah State University that advising is undertaken by such an expert group. How do we know it is expert? The number of awards that Utah State advisors and advising programs have won from the National Academic Advising Association (NACADA) stands as a testimony to the excellence of our efforts. Yes, Utah State University has won more advising awards than any other institution in the United States. In acknowledging these awards, we also honor John Mortensen, Director of University Advising, who systematically advances our advisors and their programs for these deserved accolades.

We celebrate the advisors and mentors who know that good advising is more than just scheduling classes. Advising means helping our students make important choices about their current lives, which will influence their lives in the future. Fortunately, contemporary students do not have to rely on the president for advising!

Since 1983, NACADA has been voting on exemplary efforts. We are extremely proud that Utah State advising tops its list. Thank you for your dedicated efforts to the students of Utah State University.



Stan L. Albrecht
President
Professor of Sociology

Message from the Director of University Advising

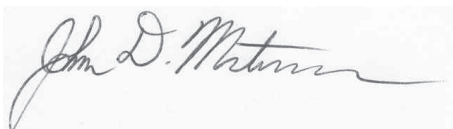
Advising is an essential activity that supports and enhances the personalized atmosphere we try to maintain at Utah State University. One of the top priorities of the Office of University Advising is to provide students, faculty, and administrative staff with accurate, up-to-date academic information about University requirements, policies, procedures, programs, and services.

The *Advisor Handbook* has been compiled to provide an easy-to-use reference book for advisors as they work with students. It is not intended to include all of the academic information concerning USU and its academic programs, which is available in other publications. It does, however, contain the information concerning policies, procedures, services, and resources most often needed for advising and helping students accomplish their educational objectives at USU. Please read and become familiar with the information in this handbook; it will increase your effectiveness as advisors.

I express my appreciation to the many faculty members, administrators, and staff members at Utah State University who assisted with the development of information and material for this handbook. The efforts of each individual have contributed toward the improvement of Utah State University's academic advisement program.

As advisors, you play a vital role in the success of the students at USU. I appreciate all you do to maintain the warm and friendly atmosphere we try to project at USU.

Sincerely,



John D. Mortensen
Director, University Advising