

# Academic Policy on Advisement

The University of West Georgia catalog states the following:

“Academic advisement is considered an important element in a student’s program of study, and West Georgia makes every effort to provide the service; however, students must ultimately be responsible for their own choices, their own course and program selections, and their own deadlines. Each student is responsible for completion of all requirements of his or her program. Advisors simply provide guidance. Any exception to a published program of study is not valid unless specifically authorized in writing by the dean of the college or department chair in which the major is housed.”

I have read the above statement and fully understand that it is my responsibility as a student to complete my academic program. I realize that the university has provided the services of an advisor for guidance purposes only. The advisor will not be held responsible for any problems in the program that may contribute to a delay in completion of academic studies and/or delay in expected date of graduation. It is my responsibility to sign up for an advisement appointment in October for spring semester and in March for summer and fall semester.

The University of West Georgia’s student handbook states:

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be the official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important University related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email. I understand that my.westga.edu email address is the only email used for communication and that I must email from this account when emailing my advisor.

Name you prefer to be called \_\_\_\_\_

Cell phone number \_\_\_\_\_ Home phone number \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Advisor

\_\_\_\_\_  
Date