



EASTERN MICHIGAN UNIVERSITY

Honors College



Academic Advising Syllabus

OUR PHILOSOPHY

Academic advising is an educational process that, by intention and design, facilitates students' understanding of the meaning and purpose of higher education and fosters their intellectual and personal development toward academic success and lifelong learning (NACADA, 2004).

At Eastern Michigan University, academic advising provides students with the opportunity to build a relationship with their advisor for the purpose of gaining assistance in planning their educational career, in learning the skills needed for academic success, and in learning how to access the variety of resources and services available to them on the EMU campus.

The Honors College provides trained advisors to work with all Honors students. They help to navigate through EMU Orientation, semester registration, and graduation with general education and Honors requirements. You should meet regularly with your Honors College advisor. Advising appointments are an open opportunity to plan for the next semester and to ensure compliance with degree requirements. Advisors are also great resources for any other questions you may have.



Mission Statement

The Honors College at Eastern Michigan University will serve the university community by working to recruit and retain academically talented and motivated scholars and empowering them to reach their full personal, academic, service, and leadership potential through challenging coursework with engaged peers and faculty and through extra-curricular activities that foster global awareness, leadership, and a commitment to diversity and inclusion and civic engagement.



Learning Outcomes

As a result of completing the requirements of The Honors College, students will:

- Be critically aware of the implications of their own university education.
- Serve as active participants in their communities and contribute as academic leaders.
- Be able to identify their own unique problem sets and generate new knowledge, characterized by innovation, divergent thinking, risk-taking, and integration, in response to those problems.



Student Responsibilities

In the advising partnership, students will be expected to:

- Schedule regular appointments or make regular contact with advisor(s) each semester.
- Come prepared to each appointment with questions or material for discussion.
- Bring your Honors College folder with you and all the materials provided to you at your orientation.
- Be an active learner by participating fully in the advising experience.
- Ask questions for further clarification or specific concerns.
- Keep a personal record of progress toward meeting academic goals.
- Organize and have access to official documents.
- Complete all assignments or recommendations from advisor(s).
- Gather all relevant decision-making information.
- Take appropriate placement tests (language, math, etc.)
- Clarify personal values and goals in order to express interests and abilities.
- Become knowledgeable about Honors requirements, college programs, policies, and procedures.
- Accept responsibility for decisions.
- Review and keep track of Honors requirements.

Advisor Responsibilities

The student can expect the advisor to:

- Create a safe and welcoming environment to discuss with students their academic, professional, and personal goals.
- Encourage and support students to gain the skills to develop clear and attainable educational plans.
- Assist students in understanding the purposes and goals of higher education, an Honors education, and their effects on life and personal goals.
- Understand and effectively communicate the Honors requirements, graduation requirements, and university policies and procedures.
- Provide students with information about campus resources and services.
- Monitor and accurately document advising notes.
- Be accessible during office hours for advising.
- Assist students in gaining decision-making skills as well as assuming responsibility for the educational plan.
- Maintain confidentiality.
- Assist students in working closely with professors and major/minor advisors.



Preparing for Advising Appointments

How do I prepare for an advising appointment? What should I expect?

- Prepare a list of questions, concerns, or topics for discussion.
- Gather all advising materials from previous advising meetings and review this information.
- Bring all advising materials from previous advising meetings.
- Prepare a list of potential courses for review with your advisor.
- Run and review a preliminary audit from the my.emich account.
- Review requirements for planned or intended types of Honors by visiting the Honors College website at emich.edu/honors/honors_students/.
- Review requirements for planned or intended major(s)/minor(s) by visiting the online catalog at catalog.emich.edu or meeting with major/minor advisor(s).

When should I schedule an advising appointment?

- All Honors students should schedule a one-on-one appointment with an Honors College advisor in their first year in the Honors College. This should take place after completing Honors College Orientation.
- First-year college students should either schedule a one-on-one appointment with an Honors advisor or attend an Honors group advising session* in their first semester at EMU. It is typical for a first-year student with a declared major to also see their College or Major advisor in their first semester too.
- For current students, the best time to meet with an advisor one-on-one is mid-September through October and mid-January through February. Please note: Honors advising is available year-round.
- Honors advisors can discuss the Honors College, the General Education program requirements, EMU graduation requirements, as well as introductory major/minor or academic program information.
- For specific questions regarding major/minor courses and academic program requirements, students should see the major/minor advisor.





College Academic Advising Centers

The Honors College

Advising and Student Services
734.487.0341 | 511 W. Forest Ave.
emuhonors@emich.edu

College of Arts and Sciences (CAS)

Francine Parker Advising Center
734.487.4599 | Student Center, Room 120
francineparker_advising@emich.edu

College of Business (COB)

Academic Services Office
734.487.2344 | 604 Hill Hall
cob.undergraduate@emich.edu

College of Education (COE)

Offices of Academic Services
734.487.1416 | 206 Porter
coe_advising@emich.edu

College of Engineering and Technology (CET)

Student Services Office
734.487.8659 | 203 Sill Hall
cet_advising@emich.edu

College of Health and Human Services (CHHS)

CHHS Advising Center
734.487.0918 | 214 Marshall
chhsadvising@emich.edu

University Advising and Career Development Center (UACDC)

734.487.0400 | 200 McKenny
ea_advising@emich.edu
career_services@emich.edu

