

# Undergraduate Academic Services

[www.salisbury.edu/academic/](http://www.salisbury.edu/academic/)

## Academic Advising

Academic advising is a process which helps students identify their career and life goals and assists in the development of an educational plan that helps students meet these goals. Effective advising occurs when there exists a partnership between the advisor and the advisee; each fulfilling the responsibilities of their role. Students are responsible for seeking out their advisors for aid in addressing academic issues.

Matriculated students are responsible for their own academic programs and for meeting all University and departmental requirements. To plan coursework effectively, students should familiarize themselves with the academic regulations and programs described in this catalogue and other University publications.

Academic advisors are available for all matriculated students. For students who have declared majors, the advisors are faculty in the major department. For students who have not declared majors, academic advisors are assigned to professional advisors by the Office of the Provost.

Students must confer with their assigned academic advisors regarding course selection, requirements and other academic matters prior to registration each semester.

Students registered as undergraduate non-degree students are not assigned faculty advisors.

Provisional students are under the direction of the dean of enrollment management and are assigned advisors in that office.

Restricted-status students attend under the guidance of the assistant vice president of academic affairs.

## Graduate Record Examinations And Graduate Management Admissions Tests

For the convenience of seniors who wish to qualify for admission to graduate school, the Registrar's Office disseminates information related to registration and testing for the Graduate Record Examination (GRE) and Graduate Management Admission Test (GMAT).

## Thomas E. Bellavance Honors Program

The Thomas E. Bellavance Honors Program offers highly motivated, able students challenging academic opportunities designed to foster their development as independent thinkers and learners. Students in the program take four Honors "core" courses and can choose from a number of Honors courses offered

by a variety of academic departments. Most Honors courses count as General Education credit.

Honors courses are small, seminar-style classes where discussion, not lecture, is the preferred method of teaching and learning. Students are expected to take an active role in the pursuit of learning engendered in Honors classes.

All high-achieving, highly motivated students are encouraged to seek admission to the Bellavance Honors Program. Recognition of Honors achievement is noted on students' official academic transcripts.

Information is available from the Bellavance Honors Program director.

## Academic Success Program

The Academic Success Program, part of Student Counseling Services, offers a range of services for students in need of academic assistance. Specifically, the program offers individual and group counseling for students who desire to improve their study skills and study habits. Group programs and workshops are offered throughout the academic year on such topics as note-taking, reading a textbook, test-taking, time management, procrastination and organization. In addition, the Academic Success Program serves as a clearinghouse for information regarding tutoring programs throughout the campus. Each semester, the program publishes a comprehensive list of all tutoring programs, including times, location and contact persons. Student Counseling Services is located in Guerrieri University Center Room 263 or it can be reached by phone at 410-543-6070.

## Tutoring

Some departments offer tutors to provide extra help for students in lower-division courses. Advanced students work with individuals or small groups to increase understanding of course material. The times and places for these tutoring services are available from the appropriate department chair.

A listing of campus tutoring programs may be obtained from the offices of the Academic Success Program in Student Counseling Services, Guerrieri University Center Room 263.

## General Studies

General Studies courses provide assistance to students in the areas of career planning and study techniques. The offerings are listed in the "Courses" section of this catalogue.