

MSU Denver academic advising embodies the university core values of community, access, diversity, respect, and excellence by employing inclusive and equitable advising practices with our diverse student population. Academic advisors establish long-term advising relationships with students and empower them to define and navigate meaningful paths toward achieving their educational, career, and lifelong learning goals. Academic advisors achieve this through a learning-centered approach that provides students with holistic, clear, accurate, and timely guidance and support that informs their choices.

## Student Responsibilities

- Maintain regular contact with your advisor.
- Come to each advising session prepared to ask questions and discuss concerns.
- Check your University email regularly, manage your inbox, and respond to actionable items.
- Use the academic catalog and other appropriate resources to become knowledgeable of academic requirements, policies, and procedures.
- Examine and attempt to clarify your interests, values and abilities as you define your educational goals and develop your educational plan and be willing to share what you discover.
- Accept primary and increasing responsibility for your decisions and actions (or inactions) as they relate to your college experience.

## Advisor Responsibilities

- Be reasonably and predictably accessible to you via multiple channels.
- Address your questions and concerns.
- Stay current with University degree requirements, academic programs and policies, and campus resources.
- Interpret University policies, procedures, and requirements.
- Create a reflective, supportive, and safe environment for you to explore academic ideas.
- Advocate for your best interests within the structure of the University.
- Assist you in connecting academic and career goals, utilizing campus resources as applicable.
- Adhere to the guidelines set forth by the Family and Educational Rights and Privacy Act (FERPA).

By engaging fully in the advising process, MSU Denver students:

- can identify advisor(s) appropriate to their academic career stage
- choose academic programs appropriate for their educational and life goals
- are able to use appropriate academic planning tools (degree progress report, etc.)
- develop an academic plan/roadmap that defines expected academic milestones/success markers
- have regular meaningful interactions with an appropriate academic advisor
- complete academic milestones/success markers appropriate for their academic program and stage
- understand their role and responsibilities in the academic advising process
- are able to access appropriate supplementary resources

Access advising through our online appointment scheduling tool (desktop and mobile), by calling to schedule, through email, or by visiting during published drop-in hours.



# Academic Advising Quick Guide

## CONNECT

MSU Denver academic advisors are available and able to conduct advising appointments with both current and prospective students in person or via phone, email, or virtual meeting. Scan the QR code below to access the most current contact page (be prepared to enter your MSU Denver credentials) for program specific academic advisors.



**Current students** should schedule appointments using our online scheduling tool.



From the Student Hub, select Academic Advising and log in. Find the Appointments tab and navigate the drop-down menus. In the comment section before confirming your appointment please include any information relevant to the appointment modality you selected (in person, phone, etc.)



Advisors are serving students in multiple modalities and may be working hybrid schedules. **Double check the modality** you have selected and then look for a confirmation email with specific details on how to connect at the time of appointment.



**Prospective students** should schedule appointments with the advisor of their intended major. Students who are unsure of their major should connect with the Exploratory Advising team for an appointment.



Before attending an on-campus appointment, double check information related to **building access** in the appointment confirmation email.



ADVISOR CONTACT  
INFORMATION



## OUR PROMISE

With your academic success as our focus, we will support you throughout the admissions process and help you map out a personalized academic plan that balances your personal life with your academic and professional goals. And, if something goes wrong or changes along the way, we are here to get you back on track and revise your plan.

Our advisors are experts on navigating MSU Denver systems, navigating higher education systems in general, and on navigating a sequence of course work with a real understanding that not all students are the same.

Everyone deserves access to wrap-around resources and support – and MSU Denver realizes that need might be even more present when things feel tumultuous. For additional resources to guide you through your MSU Denver experience, connect with your academic advisor.