

UW-Milwaukee
College of Letters & Science
Student Academic Services

Advisor Training

Section 1: Conceptual Information

What do advisors need to understand? (Definition of advising, role of advising, relationship between advising & retention etc.)

- Advising Goals
- NACADA Statement of Core Values
- Council for the Advancement of Standards (CAS)

Section 2: Informational

What do advisors need to know?

- General Information
- Advising Technology
- Enrollment & Registration
- Degree, Major, Minor & Certificate Requirements
- Academic policies & procedures
- Campus Resources
- Ferpa Training

Section 3: Relational

What skills do advisors need to possess?

- Communication Skills
- Questioning Skills
- Referral Skills

Section 4: Personnel Issues

- Non-Teaching Academic Staff Review Process/Promotion to Indefinite
- Benefits Workshops

Section 5: Academic Advising Associations/Networks

- UWM Advisor & Counselor Network (A.C.N.)
- Southeast Wisconsin Advisor Network (SWAN)
- Wisconsin Academic Advising Assoc. (WACADA)
- National Academic Advising Assoc. (NACADA)