

# OSU Advisor-Advisee Responsibilities

## As an advisee, you should:

- **Understand and accept that you are ultimately responsible for your education and your own decisions.**
- Be prepared when you come to advising sessions; be active in your advising session, and ask questions when you have them.
- Understand and communicate personal values, abilities, and goals.
- Provide accurate and truthful information when being advised.
- Initiate a purposeful relationship with your advisor and make appointments when necessary or when in need of assistance.
- Keep your local address and phone up to date in Student Online Services and utilize and **regularly check your ONID account.**
- Call to cancel appointments that cannot be kept.
- Learn and understand OSU's policies, procedures, and requirements as they relate to your academic success and/or degree completion.
- Follow through on plans-of-action identified during advising sessions.

## Your advisor should:

- **Develop a purposeful relationship with and be an advocate for their advisees.**
- Inform students of the nature of the advisor/advisee relationship.
- Assist students in defining and developing expressed educational, career, and life plans.
- Provide timely and accurate educational information.
- Promote learning opportunities that will help students define or meet personal goals and plans.
- Assist students in preparing a program that is consistent with their abilities and interests.
- Monitor progress toward educational/career goals.
- Interpret and provide rationale for institutional policies, procedures and requirements.
- Inform inquiring students of campus resources and special services available to them.
- Refer students to those resources that can enhance or supplement their academic or personal experience.