Academic Advising

Each Pathway student is assigned a staff member that acts as their academic advisor. The purpose of academic advising is to guide the student in making academic decisions, taking into consideration their personal, educational, and post-Pathway goals. The academic advisor is the go-to person for academic issues — class selection, registration, accommodation requests, performance issues, and progress towards certificate completion are a few examples of what an academic advisor might do.

The academic advising process in college is different from high school. One of the biggest differences is a shift in the roles for students and parents. In high school parents and teachers play a large role in a student’s education through the Individualized Education Plan (IEP) process. And if accommodations and modifications are needed the school and/or teacher is obligated to provide them. Parents are expected to play a role and often have to advocate for services for their child.

As a young person moves into the college world, there are a number of developmental and philosophical differences that may take some adjustment. Parents that were very involved in the IEP process might be surprised that their input is not solicited by college staff and faculty. Students are expected to take on a greater role in the advising process. In fact, the Family Educational Rights Privacy Act (FERPA)* may prohibit staff from discussing the student’s education with parents without the student’s written consent.

This does not mean that parents should not be involved, but that their involvement needs to change. Specifically, parents need to shift into coaching and guiding their son or daughter as they advocate for themselves.

*For FERPA information go to: http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html
Course Options with Pathway

All students are required to take more than one-half of their classes outside of the required Pathway classes. These are all electives and there are three opportunities for Pathway students to take additional classes. We encourage you to look through these options and give a list of possibilities to your academic advisor.

1. **UCLA Recreation**: All Pathway students will be given membership with UCLA Recreation and can sign up for classes. The Recreation catalog comes out a few weeks before each quarter and students enroll the first week of classes. Pathway staff will assist all students with the registration process. The Recreation catalog is available online at [www.recreation.ucla.edu](http://www.recreation.ucla.edu). Select Registration—Recreation Online Store—Search for Courses.

2. **UCLA Extension**: Courses are available through UCLA Extension, some of which may carry college credit. The Extension catalog is available at [www.uclaextension.edu](http://www.uclaextension.edu). Some courses may be restricted to students in specific certificate programs. Additional fees may be associated with these courses that are not included with the Pathway tuition.

3. **UCLA**: In some cases students may audit UCLA courses. All audit courses require permission from the instructor. Many instructors will allow students to fully participate in their courses, but may limit an auditing students’ access to tests and course materials. Students pursuing this option will be enrolled in an Independent Study with UCLA Extension to receive credit for Pathway. The schedule of classes for each quarter can be viewed via the UCLA Registrar’s Office at [https://sa.ucla.edu/ro/Public/SOC](http://https://sa.ucla.edu/ro/Public/SOC).

In all cases, students will work with their Academic Advisor to make final selections for their additional courses. Please **do not** contact instructors or academic departments directly, the Academic Advisor will make all necessary contacts.

Students will receive support for these classes based on their needs. For Extension and UCLA courses, each student will be assigned an Educational Coach that will be their main contact for support while they are taking their class.

**Academic Advising Tips for Students:**

- Have more than one choice - there are a lot of factors that go into course availability, so it is always good to have options.
- If you cannot find a specific course, think about subjects that interest you and give that information to your Advisor.
- Setting up an audit course can take time, especially during the summer since professors and instructors may have limited availability. Give us as much advance notice as possible.
- New students - your first quarter on campus will be very busy and may be stressful so we suggest that for the first quarter you limit your additional courses to recreation classes.
Academic Advising Tips for Parents

As a parent, there are a few things that you can do to encourage your student to take full advantage of the Academic Advising arrangement.

- Encourage your student to seek out his/her Advisor when academic issues come up. It is good for the student to develop a good relationship with their Advisor early in the year so they feel comfortable going to them for help later.
- Remind your student to keep records of courses, requirements, necessary forms, even notes of meetings with his/her Advisor. The student is ultimately responsible for meeting all requirements.
- Encourage your student to make and keep appointments with his/her Advisor. The Advisor cannot help if s/he does not meet with the student. Pathway Advisors will call students if they are aware that the student is having issues, but students must make an effort to keep those appointments.
- Encourage your student to plan ahead and write down questions to ask the Advisor. Each student is different. The Advisor will be able to answer questions, but needs to know what the student’s questions are.

As a parent, there are a few suggestions that may help you as you think about the academic advising process.

- Remember that the advising partnership is between your student and their Academic Advisor. Although it is certainly appropriate to contact the Advisor in an emergency, the Advisor expects to work with the student.
- Remember that the FERPA regulations apply to the Academic Advisor. Without written permission from the student, s/he may not discuss the student’s academic record with you.
- Remember that your student will need to take the initiative of working with their Advisor. Pathway Advisors have an open door, but the student must take advantage and walk through the door.