Academic Advising

Director of First Year Advisement:	Deborah Decker
Director of College Advisement:	Katie Armstrong
Office:	Level 1, Holland Centennial Commons
Office Hours:	Monday – Friday, 8 a.m. – 5 p.m.
Phone:	(435) 652-7690
Email:	advisement@utahtech.edu
Web:	http://advisement.utahtech.edu/
Find Your Advisor	http://advisement.utahtech.edu/advisors

Our Mission

Utah Tech University Academic Advisors guide undergraduate students to take ownership of their education as they make decisions to engage in active learning and live an active life.

Academic Advising

When to Meet with an Advisor (https://advisement.utahtech.edu/advisors/)

(Following this link will take you out of the University Catalog)

New freshmen will connect with an academic advisor during summer orientation. Returning students or transfer students who are undeclared can meet with an advisor in the Academic Advisement Center, or students who have declared a major can meet directly with an advisor for their specific degree program. Meeting with an advisor before registration will reduce a student's risk of taking unnecessary courses or otherwise straying from their graduation plan. An advisor will encourage students to meet often (typically at least once per semester) to review degree requirements and apply for graduation in a timely manner.

What to Expect When Meeting with an Academic Advisor

An advisor will:

- Discuss goals and interests to help students develop strategies for achieving academic and future career goals.
- Provide students with accurate, up-to-date information regarding degree/certificate requirements.
- Introduce students to Degree Works including how to log in and navigate the degree audit system.
- Introduce students to EAB Navigate for appointment scheduling.
- Assist students in creating an academic plan through Degree Works Plans.
- Assist students in selecting courses appropriate to academic/career goals.
- Orient students to academic policies, procedures, requirements, and deadlines.
- Challenge students to develop strong decision-making and self-advocacy skills, and promote self-directed learning.
- Educate students regarding online advisement resources.
- Understand career opportunities and refer students to Career Services as needed.
- Refer students to additional services as needed.

What to Expect after Meeting with an Academic Advisor

Students will be able to:

- Make decisions regarding personal and academic goals.
- Register for courses or make schedule changes.
- Approach professors or university administrators to resolve issues.
- Keep the advisor informed about schedule changes, course selection, and career goals.
- Provide written authorization allowing the advisor and other college departments to share information, including your grades, academic progress, and courses, with parents, guardian, or spouse.
- Recognize the academic deadlines and resources on campus.
- Be familiar with prerequisites and graduation requirements for certificate or degree programs.
- Discuss how prerequisites will affect the sequencing of classes.

- Understand academic performance standards.
- Know the GPA requirements for graduation and specific degree programs.

Academic Standing

Utah Tech University is an open-enrollment institution; because of this, all students with the desire to academically succeed are welcome to attend classes. However, each student must assume the responsibility to progress academically while attending college.

Students are considered to be in good standing with the institution as long as the student's cumulative GPA remains above a 2.0. UT credit and transfer credit carry the same academic weight in a student's GPA calculations.

If a student's cumulative GPA is below 2.0, they will be placed on Academic Warning, Academic Probation, or Academic Suspension. Therefore, it is vital for students' academic success that they maintain, keep, or return their GPA to at least a 2.0 or higher.

Students cannot graduate from Utah Tech University with a GPA less than 2.0, and will have holds or restrictions placed on their account when on Academic Warning, Probation, or Suspension. Students should contact their academic advisor if their GPA falls below 2.0. To access the advisor directory, visit the Advisement Center's website (https://advisement.utahtech.edu/advisors/).

For more information on the President's List and Dean's List, please refer to the Academic Standing Policy (Policy 525 (https://catalog.utahtech.edu/campusresources/advising/525-Academic-Standing.pdf)).

Academic Status Categories

- Academic Alert: A student whose semester Grade Point Average (GPA) is below 2.0 but whose cumulative GPA is above 2.0.
- Academic Warning: A student whose cumulative GPA is below 2.0 for a single semester.
- Academic Probation: A student previously on Academic Warning whose semester GPA and cumulative GPA are below 2.0.
- Academic Suspension: A student previously on Academic Probation whose semester GPA and cumulative GPA are below 2.0.
- Repeated Academic Suspension: A student is placed on Repeated Academic Suspension if the student has been previously suspended, reinstated, and suspended again.

For more information, please visit Policy 525 (Academic Standing) here. (https://catalog.utahtech.edu/campusresources/advising/525-Academic-Standing.pdf)

For more information on Academic Advisement at Utah Tech, please review Policy 663 (https://catalog.utahtech.edu/campusresources/advising/663-Academic-Advisement.pdf) (Academic Advisement).