

ACADEMIC ADVISEMENT CENTER

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ADVISING

Academic advising is a service provided through the Academic Advisement Center. From orientation through graduation, your academic advisor is a primary resource regarding academic issues, opportunities, degree requirements, programs for your field of study, and transfer to another institution. A number of advisors are available to assist you:

Director of Academic Advisement	High School Transition Coordinator
Academic Intervention Coordinator	NCAA Athletes Coordinator
Advisement & Registration Coordinator	Career & technical Education Coordinator
Advisor Training & Development Coordinator	Retention Coordinator
Associate of Arts/Science Graduation Advisors	Returning Adults Coordinator
General Education Advisors	Transfer Out Coordinator

When to Meet with Your Advisor

You will be able to meet with your advisor while attending summer Advisement & Registration. As a returning adult or transfer student, you can meet with your advisor in the Academic Advisement Center or you can meet directly with your program advisor. Meeting with your advisor before registration will reduce your risk of taking unnecessary courses or otherwise straying from your desired graduation plan. Your advisor will encourage you to meet often to assist you in completing your degree requirements and apply for graduation in a timely manner.

How Your Advisor Can Assist You

Your advising experience is more than sharing information about academic courses and programs; it includes formulating important questions about the nature and direction of your education and finding the answers to those questions. As you progress through your academic program, your questions and concerns may change, and as they do your advisor can direct you to those answers. As you continue to work with your advisor, you will be assisted in developing a coherent and balanced program of study that fulfills your graduation requirements.

What to Expect When Meeting with an Advisor

Your advisor will:

- Discuss your goals and interests to help you develop a strategy for achieving your academic and future career goals.
- Understand your career opportunities and refer you to Career Services as needed.
- Provide you with accurate, up-to-date information regard-

ing the requirements of the certificate/degree you plan to pursue.

- Assist you in selecting courses appropriate to your goals.
- Orient you to academic policies, procedures, requirements, and deadlines.
- Challenge you to develop strong decision-making and self-advocacy skills, and promote self-directed learning.
- Educate you regarding online advisement resources.
- Refer you to additional services as needed.

What to Expect after Meeting with Your Academic Advisor

You will be able to:

- Make your own decisions regarding your personal academic goals.
- Register for courses or making changes to your schedule.
- Approach your professors or college administrators to resolve issues.
- Keep your advisor informed about changes in your academic progress, course selection, and career goals.
- Provide written authorization allowing your advisor and other college departments to share information, including your grades, academic progress, and courses, with your parents, guardian, or spouse.
- Recognize the academic deadlines and the calendar.
- Be familiar with prerequisites and graduation requirements for the certificate or degree you are pursuing.
- Discuss how prerequisites will affect the sequencing of classes.
- Understand academic performance standards.
- Know the GPA requirements for graduation and degree programs.

Advisement & Registration (A&R)

The A&R program assists in the transition of new students to DSC’s campus. A&R demonstrates the registration process and advises students on finding which degree is best for them. The A&R program shows students how to be responsible for their academic careers while being guided by an academic advisor. A&R introduces and explains student services, academic programs, and all other services and resources that aid students toward academic success at DSC.

Dmail

Dmail is your Dixie State College email account. This email account will be used by professors, financial aid, registration, cashier’s office, academic advisement, campus security, student government, and many other DSC departments to contact you when needed. It’s important to check your Dmail account frequently or you might miss key information about class assignments, campus notifications, graduation status, and your scholarship—to name a few.

Dmail is a Google account which means it will function like a Gmail

account. This means your Dmail account will not be terminated after your time at Dixie State is completed. By keeping your account active, you can still be an involved member of DSC's campus life wherever you go.

To activate your Dmail account, click on the link sent to the email account you provided on your application for admission, or call the Smith Computer Center Help Desk at (435) 652-7960. If your Dmail account is already active, it can be accessed by clicking "Dmail" on the left side of the college's website, www.dixie.edu.

Blackboard Vista

Blackboard Vista is an online system for students and instructors to share information, assignments, and other materials that relate to your classes and your education. Many professors use Blackboard for on-line courses, including LIB 1010 and CIS 1200. Some professors use Blackboard as a supplemental resource for coursework by posting course syllabi, assignments, related documents, notes, videos, web links, and updated grades. Blackboard also lists all of your classmates so you can get in touch with them throughout the semester for questions or even form study groups. Your individual login information for Blackboard is the same as for your Dmail account. You can access Blackboard by clicking "Blackboard Vista" on the left side of the college's website, www.dixie.edu.

Dixie OneCard

The Dixie OneCard has multiple uses while you attend Dixie State College. First, the card is your student ID and proves your status as an admitted and enrolled student. As an ID card, it will allow you to access student events and check out materials from the Library, as well as use the Computer Center, Fitness Center, Tutoring Center, and other campus resources.

Second, the OneCard is used for financial purposes. The Financial Aid Office applies excess funds from scholarships, grants, and loans to the card. Once funds are placed on the card, it can be used just like a debit card both on and off campus. Dining Services also uses the card for all meal plans.

MyDixie

MyDixie is the link to the Student Services log in where students can find and update all information related to their status as a DSC student. Students can register for classes, view grades, order official transcripts, view financial aid accounts, and change their contact information. The Student Services system should be used frequently to assure students of their standing with the college. The link is located at the top of DSC's home page (www.dixie.edu). Selecting the link will direct students to a page where they are asked to enter their user ID and pin. After doing so, students will be able to access any of the previously mentioned services as well as many others.

Testing Center

DSC strives to help students to define, shape and achieve educational and life goals. It is dedicated to providing personalized and excellent teaching in a learning environment where all students can become passionate about their individual educational endeavors. The Testing Center offers placement exams required for enrollment in many DSC

General Education classes. In addition, some professors require students to take tests in the Testing Center outside of normal class time. *(See the Testing Center section of this catalog)*

Tutoring Center

The Tutoring Center is located on the first floor of the Browning Learning Resource Center. Free drop-in tutoring is available to all registered Dixie State College students who are seeking assistance in select general education courses, including various Math and Science courses. Drop-in tutoring allows students to work on assignments independently while having the opportunity to have tutor assistance when needed. This also encourages the formation of study groups because students will often make contact with other students in the same subject area. Finally, it allows students the flexibility to come in at their convenience during posted hours instead of keeping set appointments with a tutor. *(See the Tutoring Center section of this catalog)*

Writing Center

The Dixie State College Writing Center is located on the first floor of the Browning Learning Resource Center. Writing Center services are free to DSC students, and the mission is to help students become better writers by approaching writing assignments as a process of invention, writing, and revision. The Writing Center is staffed by peer tutors who offer suggestions, instruction, and tips to help improve writers' individual skills. However, the Writing Center is not a proofreading service. The focus is on helping students become better writers rather than correcting every single mistake in an essay. Tutors give basic suggestions for improvement and teach students to review their own papers.

The DSC online writing lab (OWL) at <http://dsc.dixie.edu/owl/> will guide you to many sites that can assist you in your writing. You can get help with writing skills such as brainstorming, revision, punctuation, and usage. You will also find links to research sites, and MLA and APA Research Style Guides. You can even submit your paper to the Writing Center by sending it as an e-mail attachment to owl@dixie.edu. *(See the Writing Center section of this catalog)*

Disability Resource Center (DRC)

The DRC provides services and accommodations to students with disabilities as mandated by Section 504 of the Rehabilitation Act of 1973 and the ADA of 1990. The DRC works closely with faculty and staff in an advisory capacity and assists in the development of reasonable accommodations that allow students with disabilities to fully participate in all of the programs offered on campus.

Within three days of receiving required new student information, the DRC will send each new student an e-mail updating them on their status. Students are encouraged to maintain contact with the DRC coordinator to ensure appropriate accommodations are made available. *(See the Disability Resource Center section of this catalog)*

Health & Wellness Center

The Wellness Center's mission is to enhance the health and well-being of students, faculty, and staff. Personnel strive to provide confidential and accessible assistance to those who seek help, and this is achieved by utilizing specific areas of healthy development: Physical, Emotion-

al, and Intellectual.

For students without health care insurance, the Health & Wellness Center offers vouchers to InstaCare allowing a student to be seen by a doctor.

For students who find themselves with a mental health need, there are licensed therapists on campus to counsel students. Two additional programs are the alcohol/drug education program and a Peer Educator's program.

Free activities offered through the Center include Ribbons Day, Great American Smoke Out, Health Fair, Stress relief Days, Safe Spring Break, and more.

(See the Health & Wellness Center section of this catalog)

Academic Standards

Dixie State College 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 the 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. Remember, transfer credits carry the same academic weight as the credits earned at Dixie State College.

If a student's cumulative GPA is below a 2.0, s/he will be placed on Academic Warning, Academic Probation, or Academic Suspension. Therefore, it is vital for students' academic success that they keep or return their GPA to at least a 2.0 or higher. A student with a cumulative GPA below 2.0 cannot graduate from Dixie State College and may have holds placed on his/her accounts. Students should contact the Academic Advisement Center at (435) 652-7690 if their GPA falls below 2.0 to develop a plan of action for academic success.

Low Academic Status Categories

- Academic Alert: A semester GPA below 2.0 while the student's cumulative GPA remains above a 2.0.
- Academic Warning: This status will occur when a student's semester GPA is below a 2.0 and their cumulative GPA falls below a 2.0.
- Academic Probation: If a student on Academic Warning fails to raise his/her cumulative GPA above a 2.0, s/he is placed on Academic Probation. Students who find themselves on Academic Probation are required by the institution to meet certain requirements to remain eligible for enrollment at Dixie State College.
- Academic Suspension: If a student on Academic Probation does not achieve a 2.0 the semester or semesters following their probation, the student is suspended for at least one regular semester (fall or spring) and is required to petition the college for readmission.