

# PH.D. IN SOCIAL WORK

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## Academic Advising

### Overview

A faculty adviser is assigned to each matriculated student in the fall semester. At any time, students can request a change in their adviser. The faculty who serves as a chair for the student's dissertation will serve as the student's adviser. Students must meet annually with their adviser to complete the Academic Progress Form. The completed form must be submitted to the director of the doctoral program by March 31.

### Role of the Adviser

Along with providing career guidance, the faculty adviser can help with concerns like those listed below:

1. To help students understand the nature of the doctoral program, including degree requirements, grading, course sequencing, and requirements for electives and internship.
2. To be available thereafter to the advisee in a consultant function regarding the course of study, including choice of specialization, career goals, and other issues about which students have concerns.
3. To discuss with students possible topics for independent study, and to review and formally approve any independent study proposals prior to their submission to the committee. The adviser may also assist the students in locating mentors for independent study.
4. To discuss with students possible internships, and to review and formally approve any internship plan prior to its submission to the doctoral program director. The adviser may also assist the student in finding preceptors for the internship.
5. To meet with students and the Independent Study Committee or doctoral program director if there are questions about either the independent study or the internship.
6. To be available to students should there be concerns over their academic progress. Advisers are expected to meet with the Doctoral Review Committee to present their perception of the student's academic situation.
7. To be available to students as they develop an educational plan for the second year, including identifying appropriate electives. Some discussion of possible dissertation topics may also be considered.
8. To meet with students if requested to discuss timing and advise about readiness to take the Comprehensive Examination.
9. To be available to write letters of reference for students' applications for scholarships, fellowships, assistantships, and employment.