



Pima County Community College District Administrative Procedure

<i>AP Title:</i>	Advising and Orientation
<i>AP Number:</i>	AP 3.25.01
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<i>Sponsoring Unit/Department:</i>	Office of the Provost
<i>Board Policy Title & No.:</i>	Curriculum, BP 3.25
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

PURPOSE

Pima Community College (“College”) is committed to providing accessible and successful educational experiences for students. The purpose of this Administrative Procedure (“AP”) is to explain the advising and orientation processes.

SECTION 1: Advising

Pima Community College strongly recommends students meet with an advisor or counselor prior to each semester’s registration or on a regular basis, but not less than once per semester, to discuss topics related to the student’s academic experience and success, including, but not limited to:

- Enrollment and registration steps;
- Short- and long-term academic goals;
- Financial aid and payment options;

- Major and semester course planning;
- Career planning;
- Academic workload and student responsibilities.

Advising will be available in multiple modalities to meet student needs.

SECTION 2: Orientation

All degree- or certificate-seeking students new to higher education are required to complete an orientation prior to registering for their first semester of credit courses. Orientation will be available in multiple modalities to meet student needs.