

## Academic Support for Learners

Throughout your programme you will have an Academic Advisor designated to you. The primary role of the Academic Advisor is to act as a resource for learners throughout the programme if and when they require advice regarding academic progression. Throughout the programme your Academic Advisor will maintain an overview of your academic performance and will therefore be able to discuss your progress and advise you on your overall performance. Please inform your named Academic advisor about any issues/concerns that you have in relation to the programme.

### Responsibilities of the Academic Advisor

- The role of the Academic Advisor is to provide support to learners regarding their academic progression.
- The Academic Advisor should have an overview of the academic performance and clinical progress of each learner assigned to him/her.
- The Academic Advisor is available to learners who wish to discuss matters of a personal nature, (with awareness of their level of competence), which may be influencing their ability to study effectively.
- The Academic Advisor will advise and refer learners to the strand programme co-ordinator and appropriate learner services when deemed necessary.
- The Academic Advisor will keep a record of meetings and e-mails with each learner.

### Responsibilities of the Learner

- At the beginning of your programme you will be provided with the name of your academic advisor. It is the responsibility of each learner to contact their Academic Advisor to arrange a first meeting in order to establish a relationship and identify the scope of the relationship.
- When a learner wishes to negotiate and arrange a meeting with their Academic Advisor, they should preferably do so by email. Contact by phone should be used less frequently.
- It is the responsibility of each learner to keep their Academic Advisor up to date regarding their academic performance.

- If a learner wishes to change their Academic Advisor, they must meet and discuss this request with the strand programme co-ordinator following which they complete the appropriate form and submit to the strand programme co-ordinator