

The Roles of College Advisors and Advisees

The College Advisor: Principal Responsibilities

The College Advisor should be in a position to discuss the student's academic work. This does not mean that the student and advisor must be members of the same Department or Faculty. The College Advisor is not in any way intended to replace the University supervisor, or to act in his or her stead and should, therefore, not be expected to give the same detailed academic guidance and direction. Thus, a College Advisor to a student should *not* also be the student's University supervisor. Rather, the intention is to provide a local focal point for an individual student's relationship with the College, which nevertheless includes an academic component.

The College Advisor is expected to monitor a student's progress, to discuss the University supervisor's reports, and to be available for regular consultation on academic or other matters, including those issues that a student may feel unable to raise with his/her supervisor. Advisors should, as appropriate, comment positively on students' progress, and achievements; they are not only there to monitor students' progress and pick up problems. The Advisor may wish to consult with the Tutor for Graduates (or Senior Tutor in Graduate colleges) about any students who appear to be experiencing difficulties in their academic work, or direct students to other appropriate persons for assistance with non-academic related difficulties.

College Advisees: Principal Responsibilities

College advisees should respond to invitations from their Advisors to meet them; if the proposed time is not suitable, they should contact their Advisor to arrange an alternative time to meet. They should not hesitate (or feel any way inhibited) to contact their college advisors outside their regular meetings and should feel free to consult other college officers as necessary, including the Tutor for Graduates, the Senior Tutor or the College Secretary. College Advisees should be aware that the College Advisor is *not* expected to perform the academic role of the University supervisor. However, depending on their college advisor's field of expertise, and intellectual interests, advisees may seek academic advice from the Advisor. In addition, advisees should feel free to seek advice from the College Advisor on academic-related matters including applications for research funding, conferences and seminar attendance, publication and career plans etc. It is particularly important that advisees should consult their College Advisor if they experience any difficulty with their University supervisor. Any matters concerning examination procedures may be discussed with the College Advisors. If students wish to raise them formally, they should do so with the Tutor for Graduates/Senior Tutor.