

What to Expect from Academic Coaching?

Academic Coach Responsibilities	Student Responsibilities
Assist students in accessing academic curriculum, requirements, policies, and procedures.	Become knowledgeable about university programs, policies, and procedures. Know where to find specific information.
Encourage and coach students to define and develop educational goals.	Clarify personal values and goals during meetings with coaches.
Listen carefully to questions, concerns, and potential misunderstandings.	Ask coach questions and/or communicate concerns when needed.
Respond in a timely manner to students' communications.	Immediately contact the academic coach with time-sensitive questions by phone, email or in person with as much notice as possible.
Match students' needs with available resources and provide appropriate referrals.	Follow through on suggested actions, resources, and/or referrals.
Engage in conversation about students' academic progress	Be open and honest about academic progress throughout the semester.
Acquire answers to students' questions by contacting appropriate offices, persons, or resources to provide accurate information.	Accept responsibility for academic decisions.

