

2.12 *The institution ensures that all students understand the requirements of their academic programs and receive timely, useful and regular information and advising about relevant academic requirements.*

Evidence:

- Students receive academic advice in two manners. The office of [Academic Advising](#) (AA) advises all undeclared students with regard to the general education program and selecting a major. Departments and programs advise all declared majors. AA maintains a [website of advising tools](#) for faculty and supports departmental advising through campus-wide workshops. Departments and programs also can request private sessions with AA representatives who can assist them with specific concerns and questions.
- Information concerning all academically pertinent policies and activities is accessible on the [universities website](#). The site contains an academic calendar and links to departments, programs, schools and divisions. The site also contains a [general catalog](#), which includes information about recruiting, admission practices, and descriptions of courses, faculty and departments. In the catalog, students can find detailed road maps that describe for each department and program a plan for graduation in four years.
- The CMS Enterprise Information System enables students to stay on top of their own advising through providing them with controlled access to their transcripts and transfer credits.
- Through their private university email account, students receive regular updates on all academically pertinent matters.
- The [Office of Records and Graduation](#) also make available to faculty degree progress reports on their students.
- [Sonoma, Orientation, Advising and Registration](#) (SOAR) takes place every summer for first-time freshman and their parents. SOAR supports students in making the transition to college through providing them with timely advising and assistance in registering for their classes.
- [Summer Bridge](#) is a program that we have designed especially to assist EOP students in their transition to college life. It offers academic and financial advising, class registration, campus orientations and a learning community with peer mentors and advising faculty.