**Student Briefing for Academic Counseling and Advisory Scheme**

**Objectives-**

1. Assist and guide students in their learning and studentship, utilizing the Lecturer’s own experiences and maturity to enable the students to realize their highest potential.
2. Improve student’s understanding and behavior to develop a more conducive student mindset allowing students to fully utilize and benefit from the academic services and resources provided by NSBM.
3. Provide specific advice to diverse and situational difficulties and challenges individual student’s experience.
4. Encourage students to interact more with the teaching faculty and relevant administrative staff.
5. Understand and communicate collective student concerns and experience to the Schools and the management of NSBM for planning and policymaking.

**Implementation framework-**

1. All students have been provided with an academic advisor for the duration of their studentships.
2. Students need to meet their advisor at least once a month for a minimum duration of 30 minutes during the initial period (Aug to Oct 2016).
3. Scheduled meetings within the initial 3 months, are mandatory.
4. After the first 3 months, once a rapport is built between the student and the advisor, formal meetings are not scheduled but students are expected to interact with their advisors whenever they feel necessary throughout their studentship.

**Guidelines for the Students-**

1. Formal meetings will be arranged in groups of 3 to 5 students to meet their advisors at the beginning.
2. Initial meetings are intended to initiate the dialog between you and your advisor. Feel free to discuss the difficulties you face in studentship at NSBM.
3. The focus of these meetings is to discuss, how you can reap the best outcome in each module and the study programme as a whole.
4. If you feel necessary, you can always request for individual consultations with you advisor.
5. Students are encouraged to build a close rapport with your advisors and be able to communicate anything that affects your studies and performance.
6. Guidance in managing subject difficulties, workload, assessments, time, priorities, peer pressure and other social issues are the common discussion items in advisory meetings.
7. In circumstances where your advisor cannot help you directly, he/she will still direct you to the right personnel for advice.
8. Your Advisor is not your personal tutor but advise you on how to face any subject related difficulties,
9. The primary objective of these sessions is not to change the teaching/learning and assessment processes but to see how you can fit into the established systems to optimally benefit from the ongoing academic processes. (There are other mechanisms for you to provide feedback on the established academic processes and systems)