



## PROCEDURE

### Preceptorial System

Procedure Administrator: Assistant Provost

Authority:

Effective Date: January 17, 1977; February 2, 1977; June 29, 2010; January 18, 2011;  
September 18, 2013

Index Cross-References:

Procedure File Number: 2012

Approved By: Herman J. Saatkamp, Jr., President

Through this system, a matriculated student works closely and continuously with a faculty or staff preceptor to set educational goals, assesses progress toward goals, and make adjustments as necessary. Working through the preceptorial system, students learn to build and implement programs of study that relate to what they want to accomplish while maintaining overall goals of a liberal arts education. Students learn that they must accept responsibility for the value of their education. A preceptor and preceptee work

## II. **Change of Preceptor**

All preceptor assignments are administered by the Center for Academic Advising. Any changes must be requested from the Center for Academic Advising.

## III. **Center for Academic Advising**

The Center is staffed by full-time professional advisors who provide a variety of advising and other academic support services to all students throughout the year. Advising services include initial preceptor assignments, transfer credit equivalencies, maintenance of the CAPP degree audit system, individual advising and intervention for students on academic probation.

Approval History:

	Date
President	9/08/13