

**Policy Name:** Academic Advisement & Support Services  
**Policy Number:** ADM 2.05  
**Title of Policy Owner:** Campus Director & Dean of Academic Affairs  
**Policy Type:** RHEI/Shared Services BSMCON SCHS SOMI  
**Approved by:** RHEI Leadership Team  
**Effective Date:** 6/7/2023  
**Version:** 2.0  
**Policy Status:** Approved

## I. Policy

It is the policy of Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) to provide students enrolled in the Radiologic Technology program academic advisement and support services.

## II. Purpose

The purpose of this policy is to outline the academic advisement and support services offered by the Center for Student Success.

## III. Scope

This policy applies to all SOMI students.

## IV. Definitions

**PASS** – Peer Academic Support Services

## V. Policy Details

Services for students encompass academic success advising and support to help students meet their educational goals. The Center for Student Success is comprised of a director, assistant director, success advisors, peer academic support, and test proctors. Student Success partners with the administration in these efforts of student support.

Student Success oversees academic advising and counseling, peer academic support services (PASS), access and accommodation requests, referrals for personal counseling and needs-based programming (individual and group workshops addressing study skills, test taking strategies, time management, stress management and related topics).

Success advisors work individually with students at the start of their education and throughout their entire academic journey. They assist students in developing skills and strategies which foster independence: active learning, academic success, progression, timely degree completion, and achievement of their education goals. Advisors serve as a vital connection between the student and the college/school resources available and support relationship building with faculty. The success

advisors consult with faculty on the Orientation class for new students each semester. Success advising is required of each student.

**VI. Attachments**

N/A

**VII. Related Policies**

ACA 2.02 Academic Progression  
ADM 2.06 Satisfactory Academic Progression

**VIII. Disclaimers**

Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) and any party. SOMI, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

**IX. Version Control**

| Version | Date      | Description                     | Prepared by              |
|---------|-----------|---------------------------------|--------------------------|
| 1.0     | 6/13/2008 | Original Policy                 | Dean of Student Services |
| 1.1     | 2/18/2020 | Revisions & New Template        | Dean of Student Services |
| 1.2     | 5/11/2022 | Minor Revisions & Title Changes | Dean of Student Affairs  |