



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Dr. R. Scott Ralls, President

April 24, 2009

MEMORANDUM

To: Student Development Administrators
Chief Academic Officers

From: Karen Yerby, Associate Director
Student Development Services

Subject: **Advising and Registration Best Practices**

In October 2007 a survey of registration and advising procedures was sent to the colleges. Results of the survey focused on challenges, trends, and promising practices in registration and advising. Survey data and results can be found at <http://www.nc-access.info> under the General Resources tab at Sample Practices in Student Services.

As a follow-up to the survey and a "Registration and Advising: Points to Ponder" presentation at the October 2008 System Conference, we are soliciting best practices in the areas of registration and advising. Our goal is to provide examples and information that will assist colleges in moving toward more efficient and seamless approaches to registration and advising.

This information will be collated and available to each college. Please complete the attached questionnaire and return it to Karen Yerby, 5016 Mail Service Center, Raleigh, NC 27699 or to yerbyk@nccommunitycolleges.edu by **Thursday, May 22**.

Thank you. Your assistance with this effort is greatly appreciated.

KY/wh
Attachment

C: Dr. Delores A. Parker
Mr. Van Wilson
Ms. Wanda White

STUDENT REGISTRATION & ACADEMIC ADVISING BEST PRACTICES

College: _____

Name & Position: _____

Please provide a brief description of programs, procedures, or activities employed at your college which have been successful in improving academic advising and student registration. Advising examples could include information on advising centers, advisor training, year-round advising, or combined orientation and advising activities. Best practices in registration could include alternative means of registration, combining registration and advising, early registration, or use of WebAdvisor.

Feel free to submit as many best practices as you believe are relevant and to use additional space/paper as needed.

Best Practice In: Registration ____ **Advising** ____ **Other** ____

Summary:

Return this form by May 22, 2009 to:

Karen Yerby, Associate Director, Student Development Services

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