

# Assistant Dean of Academic Advising (Dean of Students Office)

The assistant dean of students – clinicals, meets with any clinical student that has questions about policies and procedures within the school of medicine, as well as any non-academic concerns/issues. They advise on Leave of Absences, exam excuses, the process for appeals through CAPPS, academic timeline, professionalism issues and general advice for other concerns such as financial, medical, and personal. In addition, the assistant dean of students is responsible for the coordination of academic advising within the School of Medicine for years 3 and 4, as well as overseeing associated development programs and initiatives. Selected clinicians who are faculty members (who have no role in assessing students) serve as primary advisors for students. These faculty members are available to assist students with academic and program-related questions, as well as with advice about academic options and consequences.