

Policy Title	Academic Advisement and Support Services
Policy Number:	ADM 2.05
Department:	SCHS
Functional Area:	Dean of Enrollment Management
Contributing Department	
Approved by:	RHEI Leadership Team
Effective Date:	8/1/2026
Version:	1
Status:	Approved
Manual	To be entered by Compliance360 System administrators or N/A if not in C360
Section	ADM 2

I. Mission, Vision and Values

This policy reflects our commitment to human dignity, integrity, compassion, stewardship, and service by guiding decisions and actions that uphold respect for all individuals and promote excellence in our work.

This policy aligns with our mission of extending the compassionate ministry of Jesus by improving the health and well-being of our communities and providing good help to those in need, especially the poor, dying, and underserved by ensuring that our practices support ethical, effective, and accountable service across all areas of the organization.

II. Policy

Academic Advisement and Support Services

III. Purpose

To outline the academic advisement and support services offered by the Center for Student Success.

IV. Scope

For all enrolled students at Southside College of Health Sciences.

V. Policy Details

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

Student Success oversees support services including academic advising and counseling,, 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 resources available and support relationship building with faculty. Success advising is required of each student.

VI. Definitions

None

VII. Attachments

N/A

VIII. Related Policies or Procedures

ADM 2.06 Satisfactory Academic Progress

ACA 2.02 Academic Progression

ACA 3.02 Curriculum Planning

IX. Regulatory Notices

Nothing in this policy creates a contractual relationship between Bon Secours Southside College of Health Sciences (SCHS), a department owned and controlled by Bon Secours Mercy Health Petersburg, LLC, (d/b/a Southside Medical Center), and any party. SCHS, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

X. Version Control

Version	Effective Date	Next Review Date	Description	Supersedes, if applicable	Prepared By
1.0	8/1/2021	N/A	Revised and new template	N/A	Executive Council
2.0	8/1/2022	N/A	Revised	1.0	Dean of Student Affairs
3.0	8/1/2023	8/1/2026	Revised	2.0	Dean of Student Affairs

1	3/15/2026	3/15/2029	Reviewed/Version Changed – BSMH Template Adopted	3.0	Dean of Enrollment Management
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This policy/procedure/guideline is not intended to establish a standard of clinical or non-clinical care or practice. Rather, this policy/procedure/guideline creates a general tool to help guide decision-making with the understanding that different action(s) may be necessary in response to the totality of the circumstances presented.

Sites revised 05/06/2025- Bon Secours Mercy Health adopts the above policy, procedure, policy & procedure, guideline, manual / reference guide / instructions, or principle / standard / guidance document for all Bon Secours Mercy Health entities including, but not limited to, facilities doing business as Mercy Health – St. Vincent Medical Center, St. Vincent – St. Charles Hospital, St. Vincent – St. Anne Hospital, Mercy Health – Perrysburg Medical Center, Mercy Health – Tiffin Hospital, Mercy Health – Willard Hospital, Mercy Health – Defiance Hospital, Mercy Health Allen Hospital LLC, Mercy Health - Lorain Hospital, Mercy Health St. Elizabeth Youngstown Hospital, Mercy Health St. Joseph Warren Hospital, Mercy Health - St. Elizabeth Boardman Hospital, Mercy Health - St. Rita's Medical Center, Mercy Health – Springfield Regional Medical Center, Mercy Health - Urbana Hospital, Mercy Health - Anderson Hospital, Mercy Health - Clermont Hospital, Mercy Health – Fairfield Hospital, Mercy Health - West Hospital, The Jewish Hospital – Mercy Health, Mercy Health – Kings Mills Hospital, LLC, Mercy Health - Lourdes Hospital LLC, Mercy Health – Marcum and Wallace Hospital, Chesapeake Hospital Corporation DBA Rappahannock General, Maryview Hospital, Bon Secours Richmond Community, Bon Secours Memorial Regional Medical Center, Bon Secours – St. Mary's Hospital, Bon Secours St. Francis Health System, Bon Secours St. Francis Medical Center, Bon Secours Mary Immaculate Hospital, Bon Secours - Southside Medical Center, Bon Secours Mercy Health Franklin, LLC, Southern Virginia Medical Center, and Bon Secours Harbour View Medical Center. This also may apply to Bon Secours Mercy Health Medical Group LLC and its medical group affiliates.