



HELLENIC REPUBLIC
National and Kapodistrian
University of Athens

MSc High Risk Pregnancy

**Regulation for the Operation of the Academic Advisor Institution of the
MSc High Risk Pregnancy**

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The Regulation for the Academic Advisor was approved by the Assembly of the Coordinating Committee of the **MSc High Risk Pregnancy** on **31/05/2023**.

Article 1. Definition of the Academic Advisor

The Academic Advisor of each MSc Programme is appointed by the Coordinating Committee of the Programme.

Academic Advisors are members of the teaching staff who provide specialized information to students and graduates of the Medical School regarding postgraduate studies, as well as professional prospects.

Article 2. Values and Aim of the Academic Advisor Institution

The Regulation of the MSc Programmes provides for the rotating assignment of Academic Advisor duties to professors and regulates the specific related matters.

The role of Academic Advisor may be undertaken by any instructor, member of the Teaching and Research Staff of the MSc Programme, regardless of academic rank or position.

Academic Advisors monitor the students assigned to them from the beginning until the completion of their studies.

The institution is mandatory, as it is considered to contribute significantly to the success of postgraduate students' studies.

Article 3. Role and Responsibilities of the Academic Advisor

Information is provided by the Academic Advisor to the student following scheduled appointments between the Academic Advisor and the student.

Depending on the number of postgraduate students, the Coordinating Committee may assign Academic Advisor duties, in addition to members of the Teaching and Research Staff, to members of Laboratory Teaching Staff, Special Educational Staff, Special Technical Laboratory Staff, PhD holders, Emeritus Professors or retired members of the Teaching and Research Staff, provided that they are instructors of the MSc Programme.

The allocation of students to Academic Advisors is made by decision of the Coordinating Committee. An Academic Advisor may supervise more than one student.

When the Academic Advisor comes into contact with the student, they should record the student's details and any other information considered important for the student, for example whether the student has any learning difficulties requiring an alternative mode of examination, mobility difficulties requiring the proposal of an easily accessible classroom, etc.

Each student's file is subject to the General Data Protection Regulation and is

confidential.

The role of the Academic Advisor is advisory and supports students in their study programme, guiding them towards the achievement of their goals.

The Academic Advisor may also be the first person to contact a student, if requested by an instructor, and advise them on their performance, for example in cases of absences or poor academic performance. The Academic Advisor may also discuss with the student any issue that may create difficulties in their studies, including issues that may arise with an instructor.

Depending on the student's interests and desired professional career path, the Academic Advisor may also advise them on the topic of their postgraduate thesis. In addition, the Academic Advisor may assist and indicate professional prospects in the public or private sector, self-employment, or even employment opportunities abroad.

The Academic Advisor may also inform students about the services offered by the University to postgraduate students, such as the International Relations Office, Erasmus+, student card, etc.

Article 4. Obligations of Students

Students should discuss with their Academic Advisor any issue concerning their academic life, such as problems with courses, laboratories, practical training, matters related to the study regulations, course selection, or even personal difficulties, such as family or health problems, which may affect their studies.

The Academic Advisor will try, to the extent possible, to provide or suggest solutions to any problems that arise.

The Academic Advisor assigned to a student remains the same until the completion of the student's studies. Replacement of the Academic Advisor is possible only for very serious reasons, following a recommendation by the Coordinating Committee.