



# Tips for Transfers

Fall 2007/ Spring 2008

Office of Advising and Evaluations

**Welcome!** We are pleased you have chosen to attend San Diego State University. Our goal is to work in partnership with you to help you meet your educational goals and make sure you have a positive experience at SDSU. Tips for Transfers contains information that will be helpful as you make the transition to SDSU.

## Writing Proficiency Assessment Requirement

The Writing Proficiency Assessment (WPA) exam assesses all undergraduates for competency in writing skills at the upper-division level as a requirement for the baccalaureate degree.

Students must take the WPA during the semester in which they achieve 60 units or in the semester immediately following. As a transfer student, you will have completed 60 units prior to attending SDSU. Therefore, you must take the exam between the time you are admitted and the end of your first semester at SDSU.

If you do not take the exam prior to registration for your second semester at SDSU, you will not be allowed to register for future terms at SDSU. You are permitted to take the Writing Proficiency Assessment twice by the end of your first semester at SDSU.

Your score on the WPA determines if you will be required to take a specified writing course during your second term at SDSU. Please visit [www.sdsu.edu/testoffice](http://www.sdsu.edu/testoffice) for test dates and more information.

## Academic Advising

For **general undergraduate advising**, visit the Academic Advising Center, located in Student Services West, Room 1551. Advisers are available to help you understand SDSU graduation requirements, General Education, and institutional policies and procedures.

For **advising in your major**, contact the faculty adviser in your major department. Advisers are available to help you understand requirements for your major, answer questions regarding career opportunities, and guide you toward graduate studies in your major field. A list of advisers is available on the Web at [www.sdsu.edu/majoradvisers](http://www.sdsu.edu/majoradvisers).

Students in the **Educational Opportunity Program (EOP)** receive advising in the Office of Educational Opportunity Programs/Ethnic Affairs, located in the Students Services Building, Room 2209, (619) 594-6298.

For specialized advising, such as **pre-professional advising** (pre-medical, pre-law, etc.), you should contact the adviser assigned to your pre-professional area. A list of pre-professional advisers can be found at [www.sdsu.edu/preprof](http://www.sdsu.edu/preprof).

## It's Different Here!

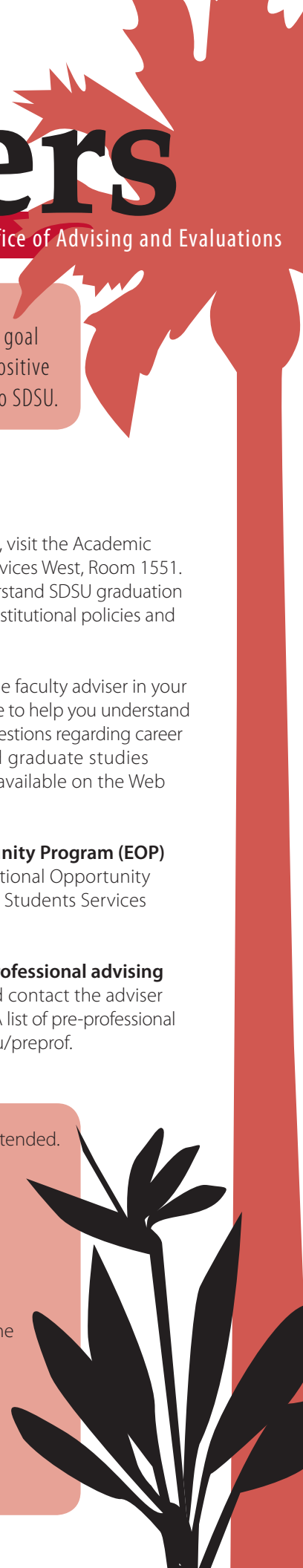
Transfer students coming to SDSU tell us that this school is different from community colleges they have attended. Here are a few important differences:

### **The fifteenth day of the instruction is the deadline to add or drop classes.**

During the first 12 class days of the semester, faculty have the option to drop students who do not attend the first class session and the beginning of the second class session. Students who do not meet prerequisite requirements can also be dropped. However, it is your responsibility to make sure you are officially withdrawn from a class you do not plan to attend. If you fail to withdraw appropriately from a class by the Schedule Adjustment Deadline, you will earn a "WU" grade that counts as an "F." See the online class schedule for information about schedule adjustments.

### **At SDSU, you have to put in three hours of study for each hour of class time attended.**

We strongly encourage you to take a full-time load of 15 units each semester. This equates to 45 hours of study per week. History has shown that students who have excessive outside work commitments often fall behind academically. It is important to plan accordingly.



## Requirements Unique to Your Major

As a transfer student, you should have completed all of the lower division preparation for the major courses that were available at your transfer institution. In your first semester at SDSU, you should concentrate on completing any remaining courses listed in the catalog under Preparation for the Major.

Many of the academic programs at SDSU are in very high demand and are designated as “impacted.” Students must meet a specific set of requirements before being admitted to the major. These requirements generally include lower-division courses in Preparation for the Major, a minimum amount of units, and GPA requirements. If you applied to an impacted major, you have been placed in a premajor until these requirements are complete. The specific requirements for each impacted major are described in the General Catalog or online at [www.sdsu.edu/impactedmajors](http://www.sdsu.edu/impactedmajors). You should contact the adviser in your major department for additional information.

You can also use the WebPortal to navigate the course requirements for your majors. The Major Academic Plans (MAPs) created for each major are not meant to encompass every major-specific requirement or a required sequencing of courses. The MAPs will help you identify which General Education course will also fulfill a major preparation course requirement. They will also suggest sequencing to ensure that you complete prerequisites for an upper-division course prior to taking the higher-level course. MAPs can be found at [www.sdsu.edu/mymap](http://www.sdsu.edu/mymap).

At Orientation, requirements and issues about your major will be discussed. After Orientation, you should contact the department of your major for specific information about your program.

## Selecting Courses for Your First Semester at SDSU

The first thing you must do to prepare for registration is to read the SDSU General Catalog. Take the time to read over the basic university degree requirements, General Education requirements, and the requirements for your specific major. When selecting courses, read the course descriptions and avoid taking classes that are similar to courses you have already completed. Concentrate on the areas where you can identify course requirements that you are certain you have not already met with your transfer work. You can also check for course equivalencies through SDSU’s Transfer Admission Planner (TAP) at [www.sdsu.edu/tap](http://www.sdsu.edu/tap).



## Transfer Credit Evaluation

As a transfer student, one of the first things you need to know is how your transfer work will be used to meet degree requirements at SDSU. We accept courses from accredited universities that are designated as baccalaureate level at the institution where the work was completed. Some of your courses will meet specific requirements in General Education or your major. Transferable courses that do not meet any specific requirement will be accepted as elective credit.



Once we have received your final transcripts, we will begin the process of preparing your transfer credit evaluation. The evaluation will show how transfer work has been applied to SDSU requirements for your major. Your evaluation will be available to you by the time you attend New Student Orientation. Once you have received your evaluation, you can obtain updated copies at [www.sdsu.edu/portal](http://www.sdsu.edu/portal).

## Computing Facilities

The SDSU computing environment provides access to scores of software products. There are also three large computer labs open to all students; all machines in these labs are connected to the Internet: the Love Library Student computer Center located in Love Library 200; the Social Science Research Lab located in PSFA 140; and the Terminal Labs in BA-110 and BA-113. Wireless access is also available in designated area on campus. The Baseline Access, Training and Support (BATS) program offers free hands-on computer training to help you sharpen your computer skills. For more information on computing resources and facilities, visit [www.sdsu.edu/library](http://www.sdsu.edu/library) and click on “Computing” under “Services.”

## Scholarships

Scholarships reward academic excellence and are not generally based on financial need. All students, regardless of nationality, citizenship, or residency status, are eligible with the appropriate grade point average, to apply for scholarships. A list of scholarships and scholarship procedures can be found at [www.sdsu.edu/scholarships](http://www.sdsu.edu/scholarships).

# General Education Requirements

Courses that may be used to meet General Education requirements are listed in the SDSU General Catalog, beginning on page 78. However, majors in Liberal Studies, Nursing and Engineering should refer to the alternate General Education requirements, listed under the specific major requirements.

All students must complete at least 9 units of General Education at SDSU. For transfer students, this requirement is met by completing Explorations, Section IV of General Education.

- Courses in this area must not be taken sooner than the semester in which you achieve 60 units (junior standing).
- Courses in your major department cannot be used in General Education/Explorations. For example, Psychology majors may not use upper-division Psychology courses to fulfill General Education Explorations. Some majors require upper-division courses from other departments, and in some cases, one required course from another department may be used. Refer to General Catalog, page 78, Requirements and Limitations, item 5. If you still have questions, come to the Academic Advising Center and meet with an adviser.

## Language Requirement

Students whose majors lead to the Bachelor of Arts in Liberal Arts and Sciences, and the Bachelor of Music, must fulfill a language (non-English) requirement. You should refer to the major requirements in your catalog for specific requirements. To determine your degree type, look up your major in the Courses and Curricula section of the SDSU General Catalog. Language courses may also fulfill part of the General Education Foundations Humanities requirement.

Before enrolling in any language course, be sure to read the course description in the SDSU General Catalog. SDSU imposes restrictions for students with 3 or more years of high school credit in a language. Native speakers may not receive credit for lower division courses (100 and 200 level) in a native language.

## Career Services

Career Services can guide you in the exploration of your skills, interests and values as you start to think about a career plan. Career counselors are available on a walk-in or appointment basis to assist you with any career related concern you may have. The Career Resource Room, located in SSW Room 1206, holds a wide variety of materials and resources to aid in finding full-time and part-time employment on and off campus. Career Services also hosts several Career Fairs throughout the year that provide a forum to talk informally with employers about full-time, part-time, volunteer, and internship opportunities in their organizations.

The Aztec Career Connection, found on the Career Services Web site, allows you to upload resumes, sign-up for on-campus interviews, and more! You can also access their online tutorials, check workshop schedules, and network with SDSU alumni through the Career Consultant Network. For more information regarding Career Service, go to <http://career.sdsu.edu>

## Important Online Services

Visit [www.sdsu.edu/portal](http://www.sdsu.edu/portal) for information about the following services.

- Registration
- Personal Class Schedule
- Transcripts
- Financial Aid (Aidlink)
- Degree Evaluation
- Pay Fees (Cashiers)
- E-mail/Address Update
- Blackboard



# Questions?

**We're here for you!**

Office of Advising and Evaluations  
Student Services West, Room 1551  
(619) 594-6668

**Visit Us At:**

[www.sdsu.edu/advising](http://www.sdsu.edu/advising)



# Advising Tips

## **PLAN EARLY**

Completing the requirements for your degree in a timely manner requires **PLANNING**. Academic advisers can help you develop your academic plan. Don't wait until you have a problem to see an adviser – let us help you prevent problems!

## **MAINTAIN AN ADVISING FILE**

Keep a personal copy of transcripts from each college or university you have attended in a file and bring it to your advising sessions. You can obtain your SDSU transcript online at [www.sdsu.edu/portal](http://www.sdsu.edu/portal). SDSU does not release copies of other schools' records. Evaluations, test scores, and other important academic information should also be kept in your advising file.

## **PLAN YOUR ADVISING SESSIONS DURING NON-PEAK TIMES**

Advisers and advising centers are busiest during registration periods and the first few weeks of classes. Plan ahead to avoid these busy advising times. Faculty advisers (major advisers) are not always available during the summer months or between semesters.

## **FILE FOR GRADUATION**

Graduation is not automatic. You must file a graduation application during the specified filing periods. Apply before the early filing deadline to assure that you receive a final graduation evaluation prior to your last semester of enrollment.

