ENHANCING YOUR ACADEMIC EXPERIENCE

UNDECIDED/UNDECLARED STUDENTS

OFFICE OF UNDERGRADUATE PROGRAMS

USC University of Southern California
Navigating Your First Semester

ACS Network and Resources

Earning Your Bachelor’s Degree at USC

Registering for Your First Semester
ACS Network and Resources
Advising Expectations

**Advisor**
- Advising appointments
- Refer when appropriate
- Follow-up when needed
- Answer questions in timely manner
- Share resources

**Student**
- Read advising emails
- Do not hesitate to reach out for assistance
- Scheduling appointments
- Think about questions or potential courses before appointments
- Follow up with referrals

- Semester course planning
- Review academic progress (e.g., STARS report)
- Major discovery
Undecided/Undeflared Major

Undecided
Purposefully seeks to decide their major focus and fit

Undeclared
Has identified a major to pursue but has not yet officially declared or is not yet admitted to major

180+ Majors
190+ Minors
So many combinations and possibilities!
USC Resources

Learning Support & Resources
https://undergrad.usc.edu/services/

- Campus Support and Intervention (CSI)
- Career Center
- Counseling & Mental Health Services
- Disability Services & Programs (DSP)
- Kortschak Center for Learning and Creativity (KCLC)
- Relationship and Sexual Violence Prevention and Services (RSVP)
- Research Opportunities
- Tutoring Services
- USC Student Health
USC Resources

Student Affairs

https://studentaffairs.usc.edu/

- askUSC
- Cultural Communities
- Office of International Services (OIS)
- Residential Education
- Student Activities
- Student Judicial Affairs and Community Standards (SJACS)
- Veteran Resource Center
Earning a Bachelor’s Degree
Your Degree Requirements
Complete a minimum of 128 units overall

USC Core Curriculum

- Ten General Education courses (GE-A to GE-H)
  - 8 Core literacies (GE-A to GE-F) and 2 Global Perspectives (GE-G and GE-H)
  - GE Seminar must be completed during the first year
- Two writing courses (WRIT 150 and WRIT 340)
- Foreign Language (0-3 courses)
  - Applies to most majors at USC. There are exceptions for some major programs within the professional schools.
  - Requirement must be finished in the first 64 units completed at USC (within four semesters, end of sophomore year)
AP and IB Exams

- AP scores of 4 or 5 and IB HL exams with scores of 5 or higher will be accepted.
- Some scores can count towards General Education and Foreign Language requirements.
  - AP or IB exam results will not satisfy writing requirements
- Can also receive subject credit towards select courses (depending on major)

https://arr.usc.edu/services/articulation/examcredit.html
Placement Exams

**Foreign Language**
- [https://dornsife.usc.edu/languages/language-testing/](https://dornsife.usc.edu/languages/language-testing/)
- Foreign language results are valid for one year
- Foreign language course enrollment is based on placement exam. Transfer courses in language do not determine placement at USC (unless Level III equivalency transferred)
- The test may be taken every six months
  - Incoming freshman should complete the requirement within 64 USC units

**Math and Chemistry**
- The math and/or chemistry exams are critical for Marshall and Viterbi pre-requisite requirements
- Make sure to complete your math and chemistry placement exams on Blackboard’s Pre-Orientation Checklist
Summer Planning: Residency Policy and Transfer Courses

**Allowed**
- ONLY Summer semester courses
- Allowed with Pre-Approval:
  - Foreign Language
  - Global Perspectives GE G and H
  - Elective coursework
- Maximum of 64 total units can be transferred
  - After 64 total units, only 8 more transfer units are allowed

**Not Allowed**
- NO Fall, Winter, & Spring Semester courses
- Not Allowed:
  - GE Core Literacies (GE A-F)
  - Writing
  - Major and Minor coursework (up to department’s discretion)
- No more than 64 total transfer units
Grading Policies

**GPA Requirement**
- Minimum GPA of 2.0 overall and upper division major course work applied to the major

**Subject Requirement**
- Minimum grade for subject credit is D-
  - Excludes certain majors and minors
Grading Policies: Pass/No Pass

» May earn a maximum of 24 units
» Must earn the equivalent of C- or higher to earn a P (pass)
» Use Web Registration to change grade option to P/NP

What may be taken P/NP?
» One Core Literacy GE (A-F)
» Global Perspectives GE (G and H)
  » Can take both Global Perspectives as P/NP, but only if they do not count for GE Core Literacy requirements.
» All levels of Foreign Language (depending on major/minor)
» General Electives

What may not be taken P/NP?
» Major course work
» Minor course work
» Writing requirement
Academic Integrity

- **SCampus**: Comprehensive guide to academic integrity issues [https://policy.usc.edu/student/scampus/](https://policy.usc.edu/student/scampus/)

- **SJACS (USC Student Judicial Affairs and Community Standards)** [https://sjacs.usc.edu/](https://sjacs.usc.edu/) handles academic integrity violations

Diagram: Instructor submits violation(s) → Reviews violation(s) → Hearing → Issues sanctions
Registering for your First Semester
Be Prepared

- Placement exam scores, AP/IB scores, and/or transfer courses
  - Submit official scores and transcripts if needed
- Advisement Sheet
- Schedule of Classes
  - [http://classes.usc.edu/](http://classes.usc.edu/)
- GE Course Descriptions
  - [http://dornsife.usc.edu/2015ge/course-descriptions/](http://dornsife.usc.edu/2015ge/course-descriptions/)
- Web Registration
  - Instructions: [http://arr.usc.edu/services/registration/webregistration.html](http://arr.usc.edu/services/registration/webregistration.html)
- Tuition Refund Insurance
MyUSC
my.usc.edu
# Sample STARS Report

<table>
<thead>
<tr>
<th>No</th>
<th>General Education Core Literacies Requirements - Complete Eight Courses from Six Categories as Follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Note: 1. First Year Freshman at USC must take one GE Seminar (GESM111) as one of the eight courses.</td>
</tr>
<tr>
<td></td>
<td>2. Transfer students and freshman admitted for the spring must complete at least two of their eight core</td>
</tr>
<tr>
<td></td>
<td>literacy courses at USC, with a minimum of two courses offered in Dornsife College Departments.</td>
</tr>
<tr>
<td></td>
<td>3. No more than one course taken P/VP (at USC or in transfer) may apply to the core literacy.</td>
</tr>
<tr>
<td></td>
<td>+ 1) Category A: The Arts</td>
</tr>
<tr>
<td></td>
<td>20193 GESM111 G 4.0 A Seminar in the Arts</td>
</tr>
<tr>
<td></td>
<td>- 2) Complete Two Courses from Category B - Humanistic Inquiry:</td>
</tr>
<tr>
<td></td>
<td>20193 REL 135 G 4.0 A Chinese Religions and Culture</td>
</tr>
<tr>
<td></td>
<td>Needs: 1 course</td>
</tr>
<tr>
<td></td>
<td>IP+ 3) Category C: Social Analysis</td>
</tr>
<tr>
<td></td>
<td>IN-P --&gt;</td>
</tr>
<tr>
<td></td>
<td>20191 AMST250 GW 4.0 A The African Diaspora</td>
</tr>
<tr>
<td></td>
<td>20193 EASC150 GP 4.0 RG IP East Asian Societies</td>
</tr>
<tr>
<td></td>
<td>Needs:</td>
</tr>
<tr>
<td></td>
<td>- 4) Complete One Course from Category D - Life Sciences:</td>
</tr>
<tr>
<td></td>
<td>Needs: 1 course</td>
</tr>
<tr>
<td></td>
<td>IP+ 5) Category E: Physical Sciences</td>
</tr>
<tr>
<td></td>
<td>IN-P --&gt;</td>
</tr>
<tr>
<td></td>
<td>20193 GEOLOS L G 4.0 RG IP Planet Earth</td>
</tr>
<tr>
<td></td>
<td>- 6) Complete One Course from Category F - Quantitative Reasoning:</td>
</tr>
<tr>
<td></td>
<td>Needs: 1 course</td>
</tr>
<tr>
<td></td>
<td>+ 7) First Year GE Seminar Requirement has been met.</td>
</tr>
<tr>
<td></td>
<td>20193 GESM111 G 4.0 A Seminar in the Arts</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IP</th>
<th>General Education Global Perspectives Requirement Met.</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ 1) Category G - Citizenship in a Diverse World:</td>
<td></td>
</tr>
<tr>
<td>20193 AMST250 GW 4.0 A The African Diaspora</td>
<td>1 course taken</td>
</tr>
<tr>
<td>IP+ 2) Category H - Traditions and Historical Foundations:</td>
<td></td>
</tr>
<tr>
<td>0 courses taken</td>
<td></td>
</tr>
<tr>
<td>IN-P --&gt;</td>
<td></td>
</tr>
<tr>
<td>20193 EASC150 GP 4.0 RG IP East Asian Societies</td>
<td>1 course taken</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No</th>
<th>Major Requirements for Communication:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Earned: 0 sub-groups</td>
</tr>
<tr>
<td></td>
<td>Needs: 4 sub-groups</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IP-</th>
<th>1) Complete Six Courses from the Following Pairs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>IN-P --&gt;</td>
<td></td>
</tr>
<tr>
<td>20193 ASCJ200 4.0 A Navigating Media and News in</td>
<td>3 courses taken</td>
</tr>
<tr>
<td>20193 COMM209 4.0 A Communication and Media Econo</td>
<td></td>
</tr>
<tr>
<td>20192 COMM204 4.0 A Public Speaking</td>
<td></td>
</tr>
<tr>
<td>20193 COMM200 4.0 RG IP Communication and Social Sci</td>
<td>1 course taken</td>
</tr>
<tr>
<td>Needs: 2 courses</td>
<td>Select from: COMM206 OR COMM311 COMM301 OR COMM305</td>
</tr>
<tr>
<td>- 2) An additional 16 upper divisional Comm units required</td>
<td></td>
</tr>
<tr>
<td>(Max four units of COMM380 can apply):</td>
<td></td>
</tr>
<tr>
<td>Needs: 16.00 units</td>
<td></td>
</tr>
<tr>
<td>- 3) Complete Four Additional Units of Any Course Work Offered in Comm or ASCJ</td>
<td></td>
</tr>
<tr>
<td>Needs: 4.00 units</td>
<td></td>
</tr>
<tr>
<td>- 4) Complete One 400-Level Non-Cross Listed Comm Course (excluding COMM490, COMM493, and COMM499):</td>
<td></td>
</tr>
<tr>
<td>Needs: 4.00 units</td>
<td></td>
</tr>
</tbody>
</table>
Transfer Credit Report

Course Transfer

Request for Pre-approval to transfer Summer 2016 course work to USC
Provides verification of course transferability for continuing USC students only.
FAQ: How to use the pre-approval form
If you have been admitted for a future fall or spring term, do not use this feature but go here
For questions regarding the above service click here

Transfer Credit Report
Credit granted for transfer courses and exams (AP, IB, etc).
For undergraduates only.
For questions regarding the above service click here

Articulation Petition
This process allows you to request a change in the way your coursework has been evaluated on your Transfer Credit Report (TCR).
For questions regarding the above service click here
Undergraduate level courses are numbered 100-499.

Always click on session codes. Important dates and deadlines can vary.

Ten minutes between classes is enough time to get from one location to the next.

<table>
<thead>
<tr>
<th>Section</th>
<th>Session</th>
<th>Type</th>
<th>Time</th>
<th>Days</th>
<th>Registered</th>
<th>Instructor</th>
<th>Location</th>
<th>Syllabus</th>
<th>Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>61420D</td>
<td>001</td>
<td>Lecture</td>
<td>2:00-3:20pm</td>
<td>Tue, Thu</td>
<td>97 of 100</td>
<td>Jody Agius Vallejo</td>
<td>THH 301</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61422R</td>
<td>001</td>
<td>Discussion</td>
<td>11:00-11:50am</td>
<td>Monday</td>
<td>25 of 25</td>
<td>Hataipruk Rkasnuam</td>
<td>VKC 154</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61423R</td>
<td>001</td>
<td>Discussion</td>
<td>11:00-11:50am</td>
<td>Monday</td>
<td>25 of 25</td>
<td>Hataipruk Rkasnuam</td>
<td>VKC 154</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61424R</td>
<td>001</td>
<td>Discussion</td>
<td>8:00-8:50am</td>
<td>Monday</td>
<td>22 of 25</td>
<td>Haven Perez</td>
<td>VKC 154</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61425R</td>
<td>001</td>
<td>Discussion</td>
<td>10:00-10:50am</td>
<td>Monday</td>
<td>25 of 25</td>
<td>Haven Perez</td>
<td>VKC 154</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D: Will need departmental clearance to enroll in the course. Department contact information is found on the schedule of classes.

R: You can enroll without departmental permission as long as pre-requisite(s) has been met.

Syllabus available for download. May not be available for every course.

Depending on the course, make sure you choose a discussion, lab, and/or quiz right below the chosen lecture.
Registration Deadlines

3rd week of classes (Friday)
- Last day to add/drop classes
  - Last day to change grade option to P/NP or Audit and receive a refund

7th week of classes (Friday)
- Last day to drop a course without a mark of “W” on transcript
- Last day to change P/NP to letter grade
- Tuition charges still apply

12th week of classes (Friday)
- Last day to drop a course with a mark of “W” on transcript

*Important: Deadlines reflect the regular 15 week session code 001. Deadlines are accelerated for courses shorter than 15 weeks.
Planning Ahead: Finals Schedule

https://classes.usc.edu/term-20203/

Final Examinations Schedule

Final Examination Dates

December 9-16, 2020

Last Day of Classes – Friday, December 4
Study Days: Saturday, December 5 – Tuesday, December 8
No final examinations may be scheduled on Study Days.

Final Examination Policy for all Fall and Spring Courses Scheduled in Standard Sessions
There are two “standard session” options for fall and spring classes. Courses in standard sessions include a scheduled final examination. Standard session 061 does not include a scheduled final examination.

For all standard session courses, the last scheduled day of class is required instructional time. For courses scheduled in a standard session, a final examination or other final summative experience is required during the published final examination week. For courses scheduled in standard session 061, there is no final examination week.

Final examinations or other final summative experiences may not be scheduled during the Study Days period.

No deviations from the published examination period are permitted for courses scheduled in a standard session during the fall and spring semesters, unless faculty have authorization in advance from the Committee on Academic Policies and Procedures (CAPP). CAPP will not consider any faculty request for rescheduling a final examination without unanimous written consent of all students in the class. Contact the Registrar’s Office (213-740-4623 or registrar@usc.edu) for the request form and procedures.
What’s Next?

- Expect an email from your academic advisor
- Email will have attached advisement sheet with proposed courses
- Complete necessary placement exams
- Register for courses once your permit to register opens