ENHANCING YOUR ACADEMIC EXPERIENCE

EXPLORATORY STUDENTS

ACADEMIC EXPLORATION ADVISING (AEA)
AEA Team

Dr. Sarah Holdren  
Ja’Nae Davis  
Lisette Juarez
Navigating Your First Semester

AEA and Campus Resources

Earning Your Bachelor’s Degree at USC

Registering for Your First Semester
AEA and Resources
Exploratory Advising

Exploratory Students May Be:

- Exploring Many Areas of Interest
- Completing Pre-Major or Pre-Application Requirements

180+ Majors
190+ Minors

So many combinations and possibilities!
Advising Expectations

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

**Student**
- Read and respond to advising emails
- Reach out for assistance
- Schedule appointments
- Think about questions or potential courses before appointments
- Follow up with referrals

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Plan semester courses
Review academic progress (e.g., STARS report)
Explore Majors
## USC Resources

[https://undergrad.usc.edu/services/](https://undergrad.usc.edu/services/)

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[USC University of Southern California]
USC Resources

Select Student Affairs Resources:

- EngageSC
- Residential Education
- Student Activities
- Student Equity and Inclusion Programs
- Office of International Services (OIS)
- Veteran Resource Center
Integrity and Accountability:

- **“Living Our Unifying Values: Student Handbook”**: Comprehensive guide to rights, responsibilities and obligations you have as a student member of this community
  
  https://policy.usc.edu/studenthandbook/

- **Office of Academic Integrity**: handles allegations of academic misconduct
  
  https://academicintegrity.usc.edu/

- **Office of Community Expectations**: handles allegations of non-academic misconduct
  
  https://communityexpectations.usc.edu/
USC Resources

Select Central University Resources:

- Office of Academic Records and Registrar
- Financial Aid
- askUSC
Earning a Bachelor’s Degree
Your Degree Requirements
Complete a minimum of 128 units overall

**USC Core Curriculum**

- General Education (GE) courses
  - Before or After Fall 2015

- Two writing courses
  - WRIT 150 and WRIT 340
  - May have transferred WRIT 150 equivalency
  - WRIT 340 needs to be taken at USC

- 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 completed within your first 48 units completed at USC**
Your Degree Requirements

Complete a minimum of 128 units overall

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<th>Core Literacies (GE A-F)</th>
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<td>E</td>
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<tr>
<td>F</td>
<td></td>
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</tbody>
</table>

The Arts

Humanistic Inquiry

Social Analysis

Life Sciences

Quantitative Reasoning

Citizenship in a Diverse World (w)

Traditions and Historical Foundations (p)

**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)
  - Course section number ending in a “w” also satisfy GE G
  - Course section number ending in a “p” also satisfy GE H
- Transfer students need at least two GE Core Literacies within Dornsife
AP, IB, & A-Level Exams

- [https://arr.usc.edu/services/articulation/examcredit.html](https://arr.usc.edu/services/articulation/examcredit.html)
- AP scores of 4 or 5, IB HL exams with scores of 5 or higher, and A-level exams (or H2 exams from Singapore) with a score of B or better 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)
Placement Exams

**Foreign Language**
- [https://dornsife.usc.edu/languages/language-testing/](https://dornsife.usc.edu/languages/language-testing/)
- Foreign language placement 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 is transferred).
- The test can be retaken after six months
  - Incoming transfers should complete the foreign language requirement within 48 USC units, unless not required by the major

**Math and Chemistry**
- Make sure to complete your math and chemistry placement exams on Blackboard’s Pre-Orientation Checklist, especially if you are considering a STEM major
  - The math exam is critical for Marshall, while the math and chemistry exams are critical for Viterbi pre-requisite requirements
  - Math exam results do not expire, while chemistry exam results are valid for nine months. Both placement exams can be retaken after six months.
Summer Planning: Residency Policy and Transfer Courses

**Allowed**
- ONLY Summer semester courses
- Allowed with Pre-Approval:
  - Foreign Language
  - Diversity (Pre-2015 GE)
  - 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
- Verify the articulation agreement and submit a summer pre-approval form

**Not Allowed**
- NO Fall, Winter, & Spring Semester courses
- Not Allowed:
  - GE Core Literacies (GE A-F)
  - Pre-2015 GE track: Students may not earn credit toward GE categories I-VI
  - WRIT 150 and WRIT 340
  - Major and Minor coursework (up to department’s discretion)
- No more than 64 total transfer units
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)
  - Transferred P/NP courses count
- 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
- WRIT 150 and WRIT 340
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/
- GE Course Descriptions
  - http://dornsife.usc.edu/2015ge/course-descriptions/
- Web Registration
  - Instructions: http://arr.usc.edu/services/registration/webregistration.html
  - Video Tutorial: https://www.youtube.com/watch?v=ijNGyqFpBZU&feature=youtu.be
- Tuition Refund Insurance
  - https://arr.usc.edu/registration-counseling/registration/usc-tuition-refund-insurance-program/
MyUSC: OASIS

Office of the Provost
Undergraduate Programs

On-line Academic Student Information System

Registered course List
Book list
Enrollment history
Completed course summary
Restrictions
STARS report
STARS Interactive Audit Report

Academic Exploration Advising
Academic Programs
Sample STARS Report

Blue = Completed or In Progress
Red = Not yet completed

NO GENERAL EDUCATION CORE LITERACIES REQUIREMENTS – COMPLETE EIGHT COURSES FROM SIX CATEGORIES AS FOLLOWS:

NOTE: 1. FIRST YEAR FRESHMAN AT USC MUST TAKE ONE GE SEMINAR (GESE) AS ONE OF THE EIGHT COURSES.
2. TRANSFER STUDENTS AND FRESHMAN ADMITTED FOR THE SPRING MUST COMPLETE AT LEAST TWO OF THEIR EIGHT CORE LITERACY COURSES AT USC, WITH A MINIMUM OF TWO COURSES OFFERED IN Dornsife College Departments.
3. NO MORE THAN ONE COURSE TAKEN P/NP (AT USC OR IN TRANSFER) MAY APPLY TO THE CORE LITERACIES.

+ 1) CATEGORY A: THE ARTS
   20189 GESE111 4.0 A  Seminar in the Arts

- 2) COMPLETE TWO COURSES FROM CATEGORY B – HUMANISTIC INQUIRY:
   20183 REL135 4.0 A Chinese Religions and Culture
   SELECT FROM: CATEGORY GEB

IP+ 3) CATEGORY C: SOCIAL ANALYSIS
   IN-P --->
   20181 AMST250 4.0 A The African Diaspora
   20183 EASC150 4.0 A RG >IF East Asian Societies

- 4) COMPLETE ONE COURSE FROM CATEGORY D – LIFE SCIENCES:
   IN-P --->
   20196 GEB108 4.0 A RG

IP+ 5) CATEGORY E: PHYSICAL SCIENCES
   IN-P --->
   20193 GEB108 4.0 A RG

IP+ 6) COMPLETE ONE COURSE FROM CATEGORY F – QUANTITATIVE REASONING:
   IN-P --->
   20189 GESE111 4.0 A Seminar in the Arts

NOTE: 7) FIRST YEAR GE SEMINAR REQUIREMENT HAS BEEN MET.

IP+ 1) CATEGORY G – CITIZENSHIP IN A DIVERSE WORLD:
   20191 AMST250 4.0 A The African Diaspora

IP+ 2) CATEGORY H – TRADITIONS AND HISTORICAL FOUNDATIONS:
   IN-P --->
   20193 EASC150 4.0 A RG >IF East Asian Societies

NO MAJOR REQUIREMENTS FOR COMMUNICATION:
EARNED: 0 SUB-GROUPS
NEEDED: 4 SUB-GROUPS

IP- 1) COMPLETE SIX COURSES FROM THE FOLLOWING PAIRS:
   IN-P --->
   20183 ASC200 4.0 A Navigating Media and News
   20183 COMM209 4.0 A Communication and Media Econo
   20192 COMM204 4.0 A Public Speaking
   20183 COMM200 4.0 A RG >IF Communication and Social Skills
   SELECT FROM: COMM206 OR COMM311
   LLC 301 OR
   COMM305

- 2) AN ADDITIONAL 16 UPPER DIVISIONAL COMK UNITS REQUIRED
   MAX FOUR UNITS OF COMK380 CAN APPLY:
   NEEDS: 16.00 UNITS

- 3) COMPLETE FOUR ADDITIONAL UNITS OF ANY COURSE OFFERED IN COMK OR ASCU:
   NEEDS: 4.00 UNITS

- 4) COMPLETE ONE 400-LEVEL NON-CROSS LISTED COMK COURSE
   (EXCLUDING COMK90, COMK94, AND COMK499):
   NEEDS: 4.00 UNITS
Transfer Credit Report

On-line Academic Student Information System

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.
Office of the Provost
Undergraduate Programs

Undergraduate level courses are numbered 100-499.

SOCI 155MG: Immigrant America (4.0 units)
Examination of the immigrant experience in the United States. Comparative analysis of social context of migration, formation of immigrant communities, and social integration of immigrants.

General Education: This course satisfies the university's general education requirement.
Diversity: This course satisfies the university's diversity requirement.

Note: Register for lecture and one discussion

<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>
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<tbody>
<tr>
<td>61420D</td>
<td>D01</td>
<td>Lecture</td>
<td>2:00-3:20pm</td>
<td>Tue, Thu</td>
<td>37 of 100</td>
<td>Jody Aguas Vallejo</td>
<td>THH 301</td>
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<td></td>
</tr>
<tr>
<td>61422R</td>
<td>D01</td>
<td>Discussion</td>
<td>11:00-11:50am</td>
<td>Monday</td>
<td>25 of 25</td>
<td>Hataipreuk Rkasnum</td>
<td>VKC 154</td>
<td></td>
<td></td>
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<tr>
<td>61423R</td>
<td>D01</td>
<td>Discussion</td>
<td>12:00-12:50pm</td>
<td>Monday</td>
<td>25 of 25</td>
<td>Hataipreuk Rkasnum</td>
<td>VKC 154</td>
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<tr>
<td>61424R</td>
<td>D01</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>
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<tr>
<td>61425R</td>
<td>D01</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>
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Always click on session codes. Important dates and deadlines can vary.

5-digit section number

D: Departmental clearance is required 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 any prerequisites have been met.

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

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

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

USC University of Southern California

Academic Exploration Advising
Academic Programs
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/

Final Examinations Schedule

Final Examination Dates

- **December 7-14, 2022**

  - Last Day of Classes – Friday, December 2
  - Study Days: Saturday, December 3 – Tuesday, December 6
  - 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 with information regarding resources to help you prepare for your academic advising appointment and course registration
- Complete necessary placement exams
- Register for courses once your permit to register opens