Academic Advising

Importance of Academic Advising
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 the adviser help you prevent any problems. The sooner you make the decision about what your major will be, the better you can plan your academic program. There are many program choices available at SDSU. An adviser can assist you with this decision process. Choosing the major that is right for you and compatible with your life goals will enhance your academic success. Requirements, policies, and procedures may change from year to year. Advisers can clarify which changes may affect you and which will not.

Advising Services
- Understand advising tools and graduation requirements
- Develop an academic plan
- Evaluate transfer credit
- Choose or change a major
- Clear mathematics and writing requirements
- Remove probationary status to avoid disqualification
- File for graduation
- Prepare to enter a professional school (medical, dental, legal, etc.)
- Plan your next semester’s schedule

Major Academic Plans (MAPs)
The MAPs website located at http://www.sdsu.edu/mymap was created to help students navigate the course requirements for their majors and complete degree requirements in a timely manner. Students may also access their Personal MAP at http://www.sdsu.edu/portal. The Major Academic Plans (MAPs) created for each major are not meant to encompass every major-specific requirement or a required sequencing of courses. Refer to this catalog for a complete description of requirements, including: course prerequisites, minimum grade requirements, unit limitations, and General Education approved courses and distribution requirements.

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 you complete prerequisites prior to taking the higher-level course. Questions about graduation requirements and General Education should be directed to the Academic Advising Center at 619-594-6668. The Academic Advising Center is located in Student Services West, Room 1551 (north of Conrad Prebys Aztec Student Union) and online at http://www.sdsu.edu/advising.

Student Responsibilities Regarding Advising
**General Catalog.** Know your catalog year (or years) for your General Education requirements and for your major requirements and be sure to access the online SDSU General Catalog. Provided you maintain your enrollment at SDSU, this catalog or these catalogs establish the requirements you must complete for graduation. Details regarding catalog rights are listed under Graduation Requirements.

**Use your degree evaluation.** Your online degree evaluation, available at http://www.sdsu.edu/portal, is a personalized document that provides a status report on your progress toward completing your graduation requirements. The degree evaluation outlines how your courses fulfill your General Education, major preparation, major, and other graduation requirements and shows which classes you can select to fulfill these requirements. Once you reach 90 units and apply for graduation, you will be sent an official graduation evaluation describing your remaining degree requirements. You can review your unofficial degree evaluation in the WebPortal to ensure that you are on track to graduate within your desired time frame. Don’t risk a delay in graduation due to a missing graduation requirement.

**See your adviser regularly.** Don’t wait until you encounter a problem before seeing an adviser. Check your degree progress regularly.

Keep an advising file. Keep a personal copy of transcripts (official or unofficial) from each college or university you have attended in a file and bring it to your advising session. SDSU does not release copies of other schools’ records. Evaluations, test scores, and other important academic information should also be kept in your personal advising file.

**Plan your advising sessions during non-peak times.** Advisers and advising centers are busiest during registration periods and the first weeks of classes. Avoid these busy advising times with a little planning. Faculty advisers (major advisers) are not always available during the summer months or between semesters.

**File for graduation.** Graduation is not automatic; you must apply to graduate during the stated graduation application periods. Filing early will assure a final graduation evaluation before your last semester of enrollment. It is recommended you file for graduation once you have passed 90 units. Visit http://www.sdsu.edu/applytograduate.

Seeing an Adviser
There are many types of advisers at SDSU. For general undergraduate advising regarding graduation requirements, General Education, competency requirements, probation and disqualification, and major selection, go to the Academic Advising Center, Student Services West, Room 1551, 619-594-6668.

Major/faculty advisers for each major are available to help you plan your upper division course schedule, and provide you with advice about career options and graduate school. For advising in your undergraduate or graduate major, contact the adviser or advising center assigned to your major and class level. A more detailed listing follows. A directory of SDSU academic advisers is available at http://www.sdsu.edu/majormapadviser.

Students in the Educational Opportunity Program needing advising should go to the Office of Educational Opportunity Programs/Ethnic Affairs, Student Services East, Room 2109, 619-594-6298.

For general requirements for master’s or doctoral degrees (except for the major), contact the Division of Graduate Affairs, Student Services East, Room 1410, 619-594-5213.

For teaching credential advising, contact the College of Education, Office of Student Services (EBA-259). Teachers holding preliminary California credentials issued on the basis of programs completed at other universities or in other states, may secure program advising from the Office of Student Services, Education and Business Administration, Room 259, 619-594-6320.

For specialized advising such as preprofessional advising (pre-medical, prelaw, etc.), contact the adviser assigned to your pre-professional area. A detailed listing follows and can also be found at http://www.sdsu.edu/preprof.

**New Student Orientation is conducted by the Office of New Student and Parent Programs, 619-594-1509, for new students (freshmen and transfers) and provides important pre-registration advising. Visit http://www.sdsu.edu/orientation.**

Advising Centers
**Academic Advising Center**
Student Services West, Room 1551, 619-594-6668, FAX 619-594-4902, Monday through Thursday, 9 a.m. - 4 p.m.

The Academic Advising Center works with the university community to encourage and promote student learning in a welcoming and supportive environment. We clarify university policies, procedures, and requirements to ensure student retention and timely graduation. The center staff facilitates academic responsibility and competence by educating students to use resources effectively.
Advisers in the Academic Advising Center are available to help you understand SDSU graduation requirements, including General Education requirements and institutional policies and procedures. If you are undecided about a major, an adviser can help you develop an educational plan consistent with your life goals and objectives. Advisers can also connect you with important campus resources and services.

- Graduation Requirements
- General Education
- Undeclared Students
- University Academic Policies and Regulations
- Unofficial Evaluations
- Probation/Disqualification Advising

Educational Opportunity/Ethnic Affairs
Student Services East, Room 2109, 619-594-6298
Monday through Friday, 8 a.m. - 4 p.m.

PREPROFESSIONAL ADVISING

It is recommended that students contact their preprofessional adviser in their first semester at SDSU. Advisement for students planning to attend professional schools is available for the following programs:

- Preaudiology
- Speech, Language, and Hearing, Room 244 ...................... 619-594-2714
- Predental
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Prelaw*
  - Adams Humanities, Room 4142 .................................... 619-594-5050
- Premedical
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Preoccupational Therapy
  - Exercise and Nutritional Sciences, Room 331 ................. 619-594-5161
- Preoptometry
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Prepharmacy
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Prephysical Therapy
  - Exercise and Nutritional Sciences, Room 359 ................. 619-594-5161
- Prephysician Assistant
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Prepodiatric Medicine
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030
- Preschool Work
  - Hepner Hall, Room 109 ............................................... 619-594-0780
- Pre-Speech-Language Pathology
  - Speech, Language, and Hearing, Room 244 .................... 619-594-2714
- Preveterinary Medicine
  - Geology/Mathematics/Computer Science, Room 323 .......... 619-594-3030

* Advisers in prelaw are not available during the summer months.

COLLEGE OF ARTS AND LETTERS
Assistant Dean
- Arts and Letters, Room 202 ............................................. 619-594-6270

Africana Studies
- Arts and Letters, Room 373 ............................................. 619-594-6531

American Indian Studies
- Arts and Letters, Room 331 ............................................. 619-594-6991

Anthropology
- Arts and Letters, Room 448 ............................................. 619-594-5527

Arabic
- Storm Hall West, Room 214 ............................................ 619-594-5268

Asia Pacific Studies
- Arts and Letters, Room 473 ............................................. 619-594-0931

Chicana and Chicano Studies
- Arts and Letters, Room 348 ............................................. 619-594-6452

Chinese
- Storm Hall West, Room 214 ............................................ 619-594-5268

Classics and Humanities
- Arts and Letters, Room 662 ............................................. 619-594-5186

Comparative International Studies
- Arts and Letters, Room 536 ............................................. 619-594-1654

Economics
- Nasatir Hall, Room 329 .................................................. 619-594-1675

English and Comparative Literature
- Arts and Letters, Room 226 ............................................. 619-594-5307

Filipino
- Storm Hall West, Room 214 ............................................ 619-594-5268

European Studies (Minor)
- Storm Hall, Room 224A .................................................. 619-594-5111

French and Italian (Minor)
- Storm Hall, Room 224A .................................................. 619-594-5111

Geography
- Storm Hall, Room 314 ................................................... 619-594-5437

German
- Storm Hall, Room 224A .................................................. 619-594-5111

Hebrew
- Storm Hall West, Room 214 ............................................ 619-594-5268

History
- Arts and Letters, Room 588 ............................................. 619-594-5262

International Business
- Arts and Letters, Room 208 ............................................. 619-594-4505

International Security and Conflict Resolution
- Storm Hall, Room 223B .................................................. 619-594-3768

Japanese
- Storm Hall West, Room 214 ............................................ 619-594-5268

Jewish Studies (Minor)
- Arts and Letters, Room 662A ........................................... 619-594-5338

Korean
- Storm Hall West, Room 214 ............................................ 619-594-5268

Latin American Studies
- Arts and Letters, Room 377 ............................................. 619-594-1103

Lesbian, Gay, Bisexual, and Transgender Studies
- Arts and Letters, Room 317 ............................................. 619-594-6924

Linguistics and Asian/Middle Eastern Languages
- Storm Hall West, Room 214 ............................................ 619-594-5268

Persian
- Storm Hall West, Room 214 ............................................ 619-594-5268

Philosophy
- Arts and Letters, Room 446 ............................................. 619-594-5263

Political Science
- Nasatir Hall, Room 126 .................................................. 619-594-6244

Religious Studies
- Arts and Letters, Room 662 ............................................. 619-594-5185

Rhetoric and Writing Studies
- Storm Hall West, Room 141 ............................................. 619-594-6515

Russian and Central European Studies
- Education and Business Administration, Room 304 ......... 619-594-5111

Social Science
- Nasatir Hall, Room 126 .................................................. 619-594-6244

Sociology
- Nasatir Hall, Room 224 .................................................. 619-594-4826

Spanish and Portuguese
- Arts and Letters, Room 134 ............................................. 619-594-6588

Sustainability
- Arts and Letters, Room 417 ............................................. 619-594-0978

Urban Studies
- Storm Hall, Room 314 .................................................... 619-594-5437

Women’s Studies
- Arts and Letters, Room 346 ............................................. 619-594-6524
Academic Advising

FOWLER COLLEGE OF BUSINESS
Assistant Dean
Education and Business Administration, Room 448................................. 619-594-5828
Fowler Center for Student Success
Education and Business Administration, Room 448................................. 619-594-5828
Undergraduate: https://business.sdsu.edu/undergrad
Accountancy
Finance
Financial Services
General Business
Information Systems
International Business (See College of Arts and Letters)
Management
Marketing
Real Estate
Graduate Business Advising Office
Education and Business Administration, Room 448................................. 619-594-8073
Graduate website: https://business.sdsu.edu/grad/office
MBA (various specializations)
MS in Accountancy
MS in Business Administration (various concentrations)
MS in Information Systems
MBA/MA in Latin American Studies
MBA/Juris Doctorate

COLLEGE OF EDUCATION
(Degrees, Credentials, and Certificate Programs)
Assistant Dean for Student Affairs
Education and Business Administration, Room 346L............................... 619-594-1426
Office for Student Success
Education and Business Administration, Room 259................................. 619-594-6320
Administrative, Rehabilitation and Postsecondary Education
Education and Business Administration, Room 246................................. 619-594-6115
Certificate Programs
Cognitive Disabilities
Community College Teaching
Institutional Research, Planning, and Assessment
Psychiatric Rehabilitation
Rehabilitation Administration
Rehabilitation Counseling
Rehabilitation Technology
Workforce Education and Lifelong Learning
Supported Employment and Transition Specialist
*Child and Family Development
Education and Business Administration, Room 259F (Undergraduate) .... 619-594-7035
Room 403 (Graduate) ........................................................................ 619-594-5380
Certificate Program
Early Childhood – Transdisciplinary Education
and Mental Health (EC-TEaMH)
Counseling and School Psychology
North Education, Room 187................................................................ 619-594-6109
Service Credentials
Pupil Personnel Services
School Counseling
School Psychology
Dual Language and English Learner Education
Education and Business Administration, Room 248................................. 619-594-5155
*Bilingual Multiple and Single Subject credentials
Bilingual (Spanish) Special Education
Educational Leadership
North Education, Room 166................................................................. 619-594-4063
Administrative Services Credential
*Liberal Studies
Education and Business Administration, Room 255................................. 619-594-6131

Master’s Programs
See individual department listings
Doctoral Programs
See individual department listings
Nursing (Health Services – School Nurse)
Adams Humanities, Room 313 ............................................................... 619-594-5117
Social Work
Hepner Hall, Room 119............................................................... 619-594-0780
Pupil Personnel Services
Child Welfare and Attendance
School Social Work
Special Education
North Education, Room 70 ................................................................. 619-594-6665
*Early Childhood Special Education Added Authorization
Specialist Credentials
*Early Childhood Special Education
*Mild/Moderate Disabilities
*Moderate/Severe Disabilities
Certificate Programs
Behavior Analysis
Developing Gifted Potential
Speech, Language, and Hearing Sciences
Speech, Language, and Hearing, Room 244........................................ 619-594-4787
Bilingual (Spanish) Special Education
Clinical-Rehabilitative Services
Teacher Education
Education and Business Administration, Room 255................................. 619-594-6131
Reading and Literacy Added Authorization
*Multiple Subject and Single Subject
Reading and Literacy Leadership Specialist
*Advising in Education and Business Administration, Room 259, 619-594-6320

COLLEGE OF ENGINEERING
Assistant Dean
Engineering, Room 200B ....................................................................... 619-594-5807
Aerospace Engineering
Engineering, Room 308 ....................................................................... 619-594-6074
Civil, Construction, and Environmental Engineering
Engineering, Room 424 ....................................................................... 619-594-6071
Electrical and Computer Engineering
Engineering, Room 426 ....................................................................... 619-594-0967
Mechanical Engineering
Engineering, Room 326 ....................................................................... 619-594-6067

COLLEGE OF HEALTH AND HUMAN SERVICES
Assistant Dean
Education, Room 154........................................................................... 619-594-6151
Gerontology
Hepner Hall, Room 133 ........................................................................ 619-594-3870
Exercise and Nutritional Sciences
(Athletic Training, Foods and Nutrition, Kinesiology)
Exercise and Nutritional Sciences, Room 359 ....................................... 619-594-5161
Nursing
Adams Humanities, Room 313 ............................................................... 619-594-5117
Public Health
Hepner Hall, Room 133 ........................................................................ 619-594-3870
Social Work
Hepner Hall, Room 133 ........................................................................ 619-594-3870
Speech, Language, and Hearing Sciences
Speech, Language, and Hearing, Room 244 ......................................... 619-594-2714
COLLEGE OF PROFESSIONAL STUDIES
AND FINE ARTS

Assistant Dean* .......................................................... 619-594-2111
Aerospace Studies (Minor) ...........................................
Exercise and Nutritional Sciences, Room 385 .... 619-594-5550
Art and Design .............................................................. 619-594-2850
Communication and Health Communication ............. 619-594-3444
Dance .............................................................................
Music 112 ....................................................................... jalter@sdsu.edu
Hospitality and Tourism Management ....................... 619-594-5110
International Studies (Minor)* ............................... 619-594-4833
International Security and Conflict Resolution ......... 619-594-3768
Journalism and Media Studies* ................................. 619-594-5145
Learning Design and Technology* ............................. ldt@sdsu.edu
Distance Education Certificate ...................................
Instructional Design Certificate ...................................
Instructional Technology Certificate ...........................
Military Science (Minor) .............................................. 619-594-4943
Exercise and Nutritional Sciences, Room 451 .... 619-594-4943
Music .............................................................................
Music, Room 112 ............................................................ 619-594-1779
Bachelor of Arts in Music Minors .........................
Music Education ...........................................................
Professional Studies ..................................................
Music, Room 241 ............................................................ 619-594-6031
Entrepreneurship and Business .........................
Global Composition ..................................................
Jazz Studies .................................................................
Music Recording Technology and Audio Design .......
Performance ..............................................................
Music (Graduate), Music, Room 219 ....................... 619-594-6045
Naval Science (Minor) ..................................................
Communication, Room 130 ..................................... 619-594-1134
Public Affairs ..............................................................
(Criminal Justice, Public Administration)* ......... 619-594-6084
Theatre, Television, and Film ..................................
Dramatic Arts, Room 204 ......................................... 619-594-4936

COLLEGE OF SCIENCES

Assistant Dean .......................................................... 619-594-5350
Geology/Mathematics/Computer Science, Room 321
619-594-5350
Director of Advising ..............................................
Geology/Mathematics/Computer Science, Room 604
619-594-5142
Astronomy ................................................................. 619-594-6240
Physics, Room 131 .....................................................
Biology ...........................................................................
Life Sciences, Room 135 ......................................... 619-594-6442
Cellular and Molecular ...........................................
Clinical Laboratory Science ......................................
Ecology ........................................................................
Evolutionary Biology ..............................................
Marine Biology ...........................................................
Microbiology ............................................................
Zoology ........................................................................
Chemistry and Biochemistry (Chemical Physics) .....
Geology/Mathematics/Computer Science, Room 209
619-594-5595
Computer Science .....................................................
Geology/Mathematics/Computer Science, Room 413
619-594-6191
Environmental Sciences ...........................................
Geology/Mathematics/Computer Science, Room 237
619-594-5587
Geological Sciences ..................................................
Geology/Mathematics/Computer Science, Room 237
619-594-5586

*Office locations are subject to change due to construction. Check the website at http://psfa.sdsu.edu for current office locations.