

Academic Advising

Mission and Purpose

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.

Why Academic Advising Is Important

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! Planning saves time, money, and aggravation. 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 Is Available to Help Students

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

What Are the Students' Responsibilities Regarding Advising?

Purchase a General Catalog. Know your catalog year (or years) for your General Education requirements and for your major requirements and be sure you have a copy of this 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 in this section of the catalog.

See your adviser regularly. Don't wait until you encounter a problem before seeing an adviser. Check your degree progress regularly. If you plan to enter a professional school (medicine, dentistry, veterinary medicine), see your preprofessional adviser during your first year at SDSU.

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. You may print an SDSU degree evaluation by accessing <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 weeks of classes. If you can avoid these busy advising times with a little planning, you will save yourself time and aggravation. 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 stated graduation application periods. Filing early will assure a final graduation evaluation before your last semester of enrollment.

Where To Go For Academic Advising

For general undergraduate advising regarding graduation requirements, General Education, competency requirements, probation and disqualification, and university policies and procedures; if you are undecided about a major; go to the Academic Advising Center, Student Services, Room 1551, (619) 594-6668.

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. You may also visit <http://www.sdsu.edu/majoradvisers>.

For advising for students in the Educational Opportunity Program, go to the Office of Educational Opportunity Programs/Ethnic Affairs, Student Services, Room 2209, (619) 594-6298.

For general requirements for the master's or doctoral degrees (except for the major), contact the Graduate Division, Centennial Hall, Room 3320, (619) 594-5213.

For teaching credential advising, contact the adviser assigned to your specific area. A more detailed listing follows. 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 Credentials Processing Center, Business Administration, Room 250, (619) 594-5964.

For specialized advising such as preprofessional advising (pre-medical, prelaw, etc.), contact the adviser assigned to your preprofessional area. A more detailed listing follows.

New Student Orientation is conducted by the Centers for Student Involvement, Student Services, Room 1602, (619) 594-5521, for new students (freshmen and transfers) and provides important pre-registration group advising. Visit <http://www.sdsu.edu/orientation>.

The following chart lists more specific information regarding the location and telephone numbers of SDSU academic advisers. A more complete directory of academic advisers at SDSU is available on the Web site at <http://www.sdsu.edu/advising>.

Advising Centers

Academic Advising Center (619) 594-6668
Student Services, Room 1551 FAX (619) 594-1553
Academic advice is available through the SDSU WebPortal at <http://www.sdsu.edu/portal>.

Monday through Thursday, 9:00 a.m. - 6:00 p.m.;
Friday, 9:00 a.m. - 4:00 p.m.

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

Educational Opportunity/Ethnic Affairs
Student Services, Room 2209 (619) 594-6298
Monday through Friday, 8:00 a.m. - 4:00 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:

- Allied Health
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Preidental
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Preeducation
University Advising Center
Student Services, Room 1641 (619) 594-6668
- Prelaw*
Nasatir Hall, Room 130 (619) 594-5028
- Premedical
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Prenursing
Hardy Tower, Room 54 (619) 594-6527
- Preoccupational Therapy
Exercise and Nutritional Sciences, Room 331 (619) 594-5161
- Preoptometry
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Prepharmacy
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Prephysical Therapy, Exercise and
Nutritional Sciences, Room 331 (619) 594-5161
- Prephysician Assistant
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Prepodiatry
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638
- Presocial Work
Hepner Hall, Room 148 (619) 594-5803
- Preveterinary Medicine
Geology/Mathematics/Computer Science, Room 323 ... (619) 594-6638

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

COLLEGE OF ARTS AND LETTERS

- Assistant Dean (619) 594-6270
Storm Hall, Room 134
- Africana Studies
Adams Humanities, Room 3131 (619) 594-6531
- American Indian Studies (Minor)
Adams Humanities, Room 3104 (619) 594-6991
- Anthropology
Storm Hall, Room 143B (619) 594-5527
- Asia Pacific Studies
Gateway Center, Room 2504 (619) 594-0931
- Chicana and Chicano Studies
Adams Humanities, Room 3160 (619) 594-6452
- Classics and Humanities
Adams Humanities, Room 4231 (619) 594-5186
- Economics
Nasatir Hall, Room 304 (619) 594-1675
- English and Comparative Literature
Adams Humanities, Room 4158 (619) 594-5307
- European Studies (Minor)
Business Administration, Room 304 (619) 594-5111
- French and Italian (Minor)
Business Administration, Room 304 (619) 594-6491

- Geography
Storm Hall, Room 323 (619) 594-5437
- German and Russian
Business Administration, Room 304 (619) 594-6313
- Hebrew
Business Administration, Room 327 (619) 594-5268
- History
Adams Humanities, Room 4210 (619) 594-5262
- International Business
Business Administration, Room 431 (619) 594-4505
- International Security and Conflict Resolution
Professional Studies and Fine Arts, Room 111 (619) 594-4099
- Japanese
Business Administration, Room 327 (619) 594-5268
- Jewish Studies (Minor)
Adams Humanities, Room 4189 (619) 594-5338
- Latin American Studies
Storm Hall, Room 146 (619) 594-1103
- Linguistics and Oriental Languages
Business Administration, Room 327 (619) 594-5268
- Philosophy
Adams Humanities, Room 4142 (619) 594-5263
- Political Science
Nasatir Hall, Room 127 (619) 594-6244
- Religious Studies
Adams Humanities, Room 4231 (619) 594-5185
- Russian and Central European Studies
Business Administration, Room 304 (619) 594-5111
- Social Science
Adams Humanities, Room 4192 (619) 594-6344
- Sociology
Nasatir Hall, Room 203 (619) 594-5449
- Spanish and Portuguese
Business Administration, Room 403 (619) 594-6588
- Urban Studies
Professional Studies and Fine Arts, Room 105 (619) 594-6224
- Women's Studies
Adams Humanities, Room 3138 (619) 594-6524

COLLEGE OF BUSINESS ADMINISTRATION

- Assistant Dean
Business Administration, Room 448 (619) 594-5828
- Undergraduate Business Advising Center
Business Administration, Room 448 (619) 594-5828
- Undergraduate Web site: <http://rohan.sdsu.edu/~ugbus/>
- Accountancy
- Finance
- Financial Services
- Hospitality and Tourism
- Management (See Professional Studies and Fine Arts)
- Information Systems
- International Business
(See College of Arts and Letters)
- Management
- Marketing
- Pre-Business
- Real Estate
- Graduate Business Advising Office (619) 594-5217
Student Services, Room 3428
- MBA (various specializations)
- MS in Accountancy
- MS in Business Administration (various concentrations)
- MBA/MA in Latin American Studies

COLLEGE OF EDUCATION (Degrees and Credential Programs)

Assistant Dean	
Business Administration, Room 346.....	(619) 594-1426
Office of Advising and Recruitment Business Administration, Room 259.....	(619) 594-6320
Adaptive Physical Education Exercise and Nutritional Sciences, Room 318	(619) 594-4703
Administrative, Rehabilitation and Postsecondary Education 3590 Camino del Rio North	(619) 594-6115
Administrative Services	
Postsecondary Educational Leadership	
Counseling and School Psychology North Education, Room 179	(619) 594-6109
Pupil Personnel Services	
School Counseling	
School Psychology	
Educational Technology North Education, Room 280	(619) 594-6718
Master's Programs Business Administration, Room 246.....	(619) 594-6544
Doctoral Programs	
SDSU/CGU: Education, Room 100K.....	(619) 594-1120
SDSU/USD: Education, Room 120	(619) 594-1378
Nursing (Health Services—School Nurse) Hardy Tower, Room 58	(619) 594-5495/594-6384
Policy Studies in Language and Cross-Cultural Education Business Administration, Room 248.....	(619) 594-5155
Multiple and Single Subject B/CLAD Emphasis	
CLAD or BCLAD Credential in Mexico	
BCLAD Certificate	
Language Development Specialist Certificate	
Social Work Hepner Hall, Room 119	(619) 594-5197
Pupil Personnel Services	
Child Welfare and Attendance	
School Social Work	
Special Education North Education, Room 70	(619) 594-6665
<i>Specialist Credentials</i>	
Early Childhood Special Education	
Mild/Moderate Disabilities	
Moderate/Severe Disabilities	
Resource Specialist Certificate of Competence	
<i>Certificate Programs</i>	
Bilingual (Spanish)	
Early Childhood Special Education	
Resource Specialist	
Supported Employment and Transition Specialist	
Teaching the Emotionally Disturbed/Behaviorally Disordered	
Speech, Language, and Hearing Sciences Communications Clinic, Room 121	(619) 594-6774
Clinical-Rehabilitative Services	
Education Specialist for the Deaf and Hard of Hearing	
Teacher Education Business Administration, Room 255.....	(619) 594-6131
Multiple Subject CLAD and Single Subject CLAD	
Reading/Language Arts Specialist	

COLLEGE OF ENGINEERING

Assistant Dean Engineering, Room 200C	(619) 594-7007
Aerospace Engineering and Engineering Mechanics Engineering, Room 308	(619) 594-6074
Civil and Environmental Engineering Engineering, Room 424	(619) 594-6071
Electrical and Computer Engineering Engineering, Room 426D	(619) 594-5718
Mechanical Engineering Engineering, Room 323L	(619) 594-6067

COLLEGE OF HEALTH AND HUMAN SERVICES

Assistant Dean Hepner Hall, Room 124G	(619) 594-6898
Community Health Education Hardy Tower, Room 119	(619) 594-1254
Gerontology Hepner Hall, Room 203	(619) 594-6989
Nursing Hardy Tower, Room 58	(619) 594-2540
Public Health Hepner Hall, Room 129	(619) 594-5528
Social Work Hepner Hall, Room 119	(619) 594-6865
Speech, Language, and Hearing Sciences Communications Clinic, Room 118	(619) 594-6774

COLLEGE OF PROFESSIONAL STUDIES AND FINE ARTS

Assistant Dean Professional Studies and Fine Arts, Room 212	(619) 594-5124
Aerospace Studies (Minor) Exercise and Nutritional Sciences, Room 385	(619) 594-5545
Art, Design and Art History Art, Room 505	(619) 594-6511
Child and Family Development Professional Studies and Fine Arts, Room 413	(619) 594-5380
Communication Advising Center (Communication and Journalism) Professional Studies and Fine Arts, Room 361	(619) 594-5450
Exercise and Nutritional Sciences (Foods and Nutrition, Kinesiology) Exercise and Nutritional Sciences, Room 331	(619) 594-5161
Hospitality and Tourism Management Professional Studies and Fine Arts, Room 430	(619) 594-4964
International Security and Conflict Resolution Professional Studies and Fine Arts, Room 111	(619) 594-4099
Military Science (Minor) Exercise and Nutritional Sciences, Room 451	(619) 594-4943
Music and Dance Music, Room 111	(619) 594-6031
Naval Science (Minor) Communication, Room 130	(619) 594-3730
Public Administration and Urban Studies (Criminal Justice Administration, Public Administration) Professional Studies and Fine Arts, Room 107	(619) 594-6224
Recreation, Parks and Tourism Professional Studies and Fine Arts, Room 431	(619) 594-5110
Theatre, Television, and Film Dramatic Arts, Room 204	(619) 594-6363
Urban Studies Professional Studies and Fine Arts, Room 121	(619) 594-6472

COLLEGE OF SCIENCES

Assistant Dean
 Geology/Mathematics/Computer Science, Room 321 (619) 594-5350

Astronomy
 Physics/Astronomy, Room 210A (619) 594-6182

Biology
 Life Sciences, Room 135 (619) 594-6442

Bioengineering	Microbiology
Cellular and Molecular Ecology	Medical Technology and Public Health Microbiology
Evolution and Systematics	Zoology
Marine Biology	

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

Geological Sciences
 Geology/Mathematics/Computer Science, Room 237 (619) 594-5586

General Geology	Hydrogeology
Engineering Geology	Marine Geology
Geochemistry	Paleontology
Geophysics	Oceanography (Minor)

International Security and Conflict Resolution
 Professional Studies and Fine Arts, Room 111 (619) 594-4099

Mathematics and Statistics
 Geology/Mathematics/Computer Science, Room 413 ... (619) 594-6191

Oceanography (Minor)
 Geology/Mathematics/Computer Science, Room 237 (619) 594-5707

Physics (Chemical Physics)
 Physics, Room 131 (619) 594-6240

Preprofessional Health Advising
 Geology/Mathematics/Computer Science, Room 323 (619) 594-6638

Psychology Advising Center
 Life Sciences, Room 03 (619) 594-5412

DIVISION OF UNDERGRADUATE STUDIES

Assistant Dean
 Administration, Room 201 (619) 594-5841

Also advising in:
 Honors Program (619) 594-5841
 Interdisciplinary Studies in Three Departments... (619) 594-5841
 Liberal Studies (Student Services, Room 1575) ..(619) 594-0597

GRADUATE DIVISION

Associate Dean
 Centennial Hall, Room 3320 (619) 594-5213

Monday–Thursday, 10:00 a.m.–4:30 p.m.

Advisement concerning general requirements (except for the major). A departmental graduate adviser is available in all programs offering graduate degrees.

IMPERIAL VALLEY CAMPUS ADVISING

It is recommended that Imperial Valley Campus students see an adviser prior to registration each semester.
 The following advisers correspond to the various majors and programs:

Undergraduate

Agribusiness, International Business
 Lorena Malo(760) 768-5637

Child and Family Development, English, History, Spanish
 Aracely Bojorquez(760) 768-5506

Criminal Justice Administration, Latin American Studies, Liberal Studies, Psychology
 Roberto González, Jr.(760) 768-5668

Liberal Studies
 Americo Yacopi(760) 768-5603

Mathematics, Public Administration, Social Science
 Miguel Rahiotis(760) 768-5507

Graduate

MA in Education
 Educational Leadership
 Dr. Frank A. Medeiros(760) 768-5504
 Curriculum and Instruction
 Dr. Olga M. Amaral(760) 768-5512

Master of Public Administration
 Dr. Dana W. Murphy(760) 768-5544
 Dr. Richard W. Ryan(760) 768-5537

MS in Business Administration
 International Business
 Dr. Mindy S. West(760) 768-5535
 Miriam Ungson(760) 768-5505

Teacher Education
 Dr. Olga M. Amaral(760) 768-5512

Catalog, Bulletin, and Class Schedule

The *General Catalog* is published annually in May and can be purchased at the SDSU Bookstore. The catalog carries information on admissions, fees and tuition, programs and degrees, courses, scholarships, residence halls, student services and activities, and a faculty directory.

The *Bulletin of the Graduate Division* is published annually in May and can be purchased at the SDSU Bookstore.

The *Class Schedule* with instructions for registration is available at <http://www.sdsu.edu/schedule.html>.

The catalog and bulletin are available on the SDSU Web site at <http://www.sdsu.edu>.

Mail order information on the catalog and bulletin is available at <http://www.aztecshops.com>.

The College of Extended Studies also publishes three catalogs each year, in spring, summer, and fall, listing extension, certificate, and professional development programs and courses available to the general public. The catalog is free and can be mailed to interested students by calling the College at (619) 594-5152.