



---

# 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 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. 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 that you complete prerequisites for an upper-division course 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

**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.

**Use your degree evaluation.** Your online degree evaluation, available at <http://www.sdsu.edu/portal>, provides an unofficial status report on your progress toward completing the graduation requirements for your major. 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/majoradvisers>.

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 (premedical, prelaw, etc.), contact the adviser assigned to your preprofessional 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.

Graduation Requirements	University Academic
General Education	Policies and Regulations
Undeclared Students	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:

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 331	..... 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
Presocial Work	
Hepner Hall, Room 109	..... 619-594-0780
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 613	..... 619-594-5028
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)	
Education and Business Administration, Room 304	.... 619-594-5111
French and Italian (Minor)	
Education and Business Administration, Room 304	.... 619-594-6491
Geography	
Geography Annex, Room 123	..... 619-594-5437
German and Russian	
Education and Business Administration, Room 304	.... 619-594-6313
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	..... 619-594-6662
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	
Adams Humanities, Room 4142	..... 619-594-6244
Religious Studies	
Arts and Letters, Room 662	..... 619-594-5185
Rhetoric and Writing Studies	
Adams Humanities, Room 3138	..... 619-594-6515
Russian and Central European Studies	
Education and Business Administration, Room 304	.... 619-594-5111
Social Science	
Arts and Letters, Room 580	..... 619-594-5304
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
Storm Hall, Room 314	..... 619-594-0902
Urban Studies	
Storm Hall, Room 314	..... 619-594-5437
Women's Studies	
Arts and Letters, Room 346	..... 619-594-6524

## Academic Advising

### COLLEGE OF BUSINESS ADMINISTRATION

Assistant Dean  
Education and Business Administration, Room 448 ..... 619-594-5828  
Undergraduate Business Advising Center  
Education and Business Administration, Room 448 ..... 619-594-5828  
Undergraduate: <http://www.sdsu.edu/undergradbiz>  
Accountancy Management  
Finance Marketing  
Financial Services Pre-Business  
Information Systems Real Estate  
International Business (See  
College of Arts and Letters)  
Graduate Business Advising Office ..... 619-594-8073  
Education and Business Administration, Room 448  
Graduate website: <https://www.cbaweb.sdsu.edu/bac>  
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 of Student Services  
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**  
Bilingual (Spanish) Special Education  
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 403 ..... 619-594-5380  
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  
Liberal Studies  
Education and Business Administration, Room 255 ..... 619-594-6131  
Master's Programs  
See individual department listings  
Doctoral Programs  
Nursing (Health Services – School Nurse)  
Adams Humanities, Room 3133..... 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  
**Specialist Credentials**  
\*Early Childhood Special Education  
\*Mild/Moderate Disabilities  
\*Moderate/Severe Disabilities  
**Certificate Programs**  
Behavior Analysis  
Developing Gifted Potential  
Early Childhood Special Education

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  
\*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 ..... 619-594-6506  
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 ..... 619-594-6259  
Exercise and Nutritional Sciences  
(Athletic Training, Foods and Nutrition, Kinesiology)  
Exercise and Nutritional Sciences, Room 353 ..... 619-594-5161  
Nursing  
Adams Humanities, Room 3133 ..... 619-594-5117  
Public Health  
Hardy Tower, Room 109 ..... 619-594-1623  
Social Work  
Hepner Hall, Room 133 ..... 619-594-6259  
Speech, Language, and Hearing Sciences  
Speech, Language, and Hearing, Room 244 ..... 619-594-4787

### COLLEGE OF PROFESSIONAL STUDIES AND FINE ARTS

Assistant Dean  
Professional Studies and Fine Arts, Room 212 ..... 619-594-6928  
Aerospace Studies (Minor)  
Exercise and Nutritional Sciences, Room 385 ..... 619-594-5545  
Art and Design  
Art, Room 509 ..... 619-594-2850  
Communication and Health Communication  
Communication, Room 240 ..... 619-594-3444  
Hospitality and Tourism Management (Hospitality and Recreation)  
Professional Studies and Fine Arts, Room 436B..... 619-594-4964  
International Studies (Minor)  
Professional Studies and Fine Arts, Room 231 ..... 619-594-4633  
International Security and Conflict Resolution  
Storm Hall, Room 223B ..... 619-594-3768  
Journalism and Media Studies  
Professional Studies and Fine Arts, Room 366 ..... 619-594-5145  
Learning Design and Technology  
Professional Studies and Fine Arts, Room 361 ..... 619-594-5450  
Distance Education Certificate  
Instructional Design Certificate  
Instructional Technology Certificate  
Military Science (Minor)  
Exercise and Nutritional Sciences, Room 451 ..... 619-594-4943  
Music and Dance  
Music, Room 111 ..... 619-594-6032  
Naval Science (Minor)  
Communication, Room 130 ..... 619-594-1134  
Public Affairs (Criminal Justice, Public Administration)  
Professional Studies and Fine Arts, Room 100 ..... 619-594-6084  
Theatre, Television, and Film  
Dramatic Arts, Room 204 ..... 619-594-4936

**COLLEGE OF SCIENCES**

Assistant Dean  
 Geology/Mathematics/Computer Science, Room 321 ..... 619-594-5350  
 Astronomy  
 Physics, Room 131 ..... 619-594-6240  
 Biology  
 Life Sciences, Room 135 ..... 619-594-6442  
     Cellular and Molecular                      Evolution and Systematics  
     Clinical Laboratory Science and          Marine Biology  
     Public Health Microbiology              Microbiology  
     Ecology    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  
 Physical Science, Room 100.....619-594-2063  
 Geological Sciences  
 Geology/Mathematics/Computer Science, Room 237 ..... 619-594-5586  
     General Geology                              Hydrogeology  
     Engineering Geology                        Paleontology  
     Environmental Geosciences                Oceanography (Minor)  
     Geophysics  
 Health Professions Advising  
 Geology/Mathematics/Computer Science, Room 323 ..... 619-594-3030  
 International Security and Conflict Resolution  
 Storm Hall, Room 223B ..... 619-594-3768  
 Mathematics and Statistics  
 Geology/Mathematics/Computer Science, Room 413 .... 619-594-6191  
 Oceanography (Minor)  
 Geology/Mathematics/Computer Science, Room 237 ..... 619-594-5586  
 Physics (Chemical Physics)  
 Physics, Room 131 ..... 619-594-6240  
 Psychology Advising Center  
 Life Sciences, Room 105..... 619-594-5412

**DIVISION OF UNDERGRADUATE STUDIES**

Assistant Dean, Administration, Room 101 ..... 619-594-5842  
 Also advising in:  
     Compact Scholars Program .....619-594-0474  
     Interdisciplinary Studies in Three Departments ...619-594-5842  
     Undeclared Students.....619-594-5842  
     Weber Honors College.....619-594-8071

**DIVISION OF GRADUATE AFFAIRS**

Assistant Dean  
 Student Services East, Room 1410 ..... 619-594-5213  
 Monday – Friday, 8 a.m. – 4:30 p.m.  
 Advisement concerning general requirements (except for the major) and administers the Interdisciplinary Studies master's degree. 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. Call 760-768-5502 to schedule appointments with the advisers listed below.  
 The following advisers correspond to the various majors and programs.

**Undergraduate Division of Student Affairs**

Criminal Justice, English, Student Disability Services  
     Norma Aguilar .....760-768-5637  
 History, Liberal Studies, Social Science  
     Americo Yacopi.....760-768-5603  
 International Business, Spanish  
     Aracely Bojorquez .....760-768-5506  
 Latin American Studies, Mathematics, Public Administration  
     Miguel Rahiotis.....760-768-5502  
 Nursing  
     Helina Hoyt.....760-768-5680  
 Psychology  
     Barbara Romero.....760-768-5509

**Graduate**

MA in Education  
     Betty Wong.....760-768-5551  
 Teacher Education, Division of Education  
     Betty Wong.....760-768-5551

# Admission and Registration

Admission criteria listed in this catalog is for fall 2016. For the most up-to-date admission criteria, visit the SDSU Office of Admissions website at <http://www.sdsu.edu/admissions>.

## Reservation

San Diego State University reserves the right to select its students and deny admission to the university or any of its programs as the university, in its sole discretion, determines appropriate based on the applicant's suitability and the best interests of the university.

## Undergraduate Admission Policy

Admission to San Diego State University is selective. SDSU has been granted impacted status by the California State University system in order to assure that the educational experience, including the availability of classes and the array of services provided, of each enrolled student is not compromised by over enrollment. To this end, admission criteria OVER AND ABOVE THOSE REQUIRED BY THE CALIFORNIA STATE UNIVERSITY are now in effect. Meeting CSU minimum admission criteria **will not** guarantee admission to San Diego State University.

## Undergraduate Application Filing Period

Fall Semester                      October 1 - November 30

## Undergraduate Application Procedures

Prospective students applying for part-time or full-time undergraduate programs of study must submit a completed undergraduate application. Applying online via <http://www.csumentor.edu> is expected unless electronic submission is impossible. Application in "hard copy" form may be obtained online via <http://www.csumentor.edu> as a portable document format (PDF). Application forms (in PDF) may also be downloaded from <http://www.calstate.edu/SAS/documents/applicationform-undergraduate.pdf>.

Paper applications should be mailed to the SDSU Office of Admissions. The \$55 nonrefundable application fee must be paid by credit card or in the form of a check or money order payable to the California State University and may not be transferred or used to apply to another term. The applications of persons denied admission to an impacted campus may be re-routed to another campus at no cost, but only if the applicant is CSU eligible.

It is essential that the application be filled out completely and accurately. Misrepresenting oneself on the application will result in a revocation of admission regardless of when the misrepresentation is discovered.

## Application Acknowledgment

On-time applicants may expect to receive an acknowledgment from the campuses to which they have applied within two to four weeks of filing the application. The notice may also include a request that applicants submit additional records necessary to evaluate academic qualifications. Applicants may be assured of admission if the evaluation of relevant qualifications indicates that applicants meet CSU admission requirements, and in the case of admission impaction, supplemental criteria for admission to an impacted program. Unless specific written approval/confirmation is received, an offer of admission is not transferable to another term or to another campus.

## Supplementary Admission Criteria

Each campus with impacted programs or admission categories uses supplementary admission criteria in screening applicants. Supplementary criteria may include rank-ordering of freshman applicants based on the CSU eligibility index or rank-ordering of transfer applicants based on verification of AA-T or AS-T degree, the overall transfer grade point average (GPA), completion of specified prerequisite courses, and a combination of campus-developed criteria. Applicants for freshman admission to impacted campuses or programs are required to submit electronic scores on either the SAT or the ACT. For fall admission, applicants should take tests as early as possible, but no later than November or December of their senior year of high school.

The supplementary admission criteria used by the individual campuses to screen applicants are made available by the campuses to all applicants seeking admission to an impacted program. Details regarding the supplemental admissions criteria are published at <http://www.calstate.edu/impactioninfo.shtml>.

## Undergraduate Admission Requirements

### First-Time Freshman Requirements

All first-time freshmen applicants must have **graduated** from high school, have earned a Certificate of General Education Development (GED), or have passed the California High School Proficiency Examination (CHSPE). Students will be admitted to the premajor (including undeclared) in which they applied. There will be a limited number of enrollment slots in each premajor. Applicants will be ranked by their Eligibility Index, which is a combination of GPA and SAT/ACT test scores. In addition, students must complete the pattern of college preparatory curriculum ("a-g" courses) by the end of spring 2016.

**SDSU Service Area** (Students who graduate from a high school in San Diego County located south of state route 56 and extending eastward AND Imperial County high schools).

**Outside SDSU Service Area.** First-time freshmen from outside SDSU's service area are required to live in on-campus housing their first year.

### Test Scores

Freshman applicants must submit electronic scores from either the Scholastic Aptitude Test (SAT) or the American College Test (ACT). The CSU uses only the SAT mathematics and critical reading scores in its admission eligibility equation. The SAT or ACT writing scores are not currently used by CSU campuses. You should take the test as early as possible, but not later than early November if applying for fall admission. You may get registration forms and dates for these tests from your high school or college counselors or from the SDSU Testing Services website at <http://www.sdsu.edu/testoffice>. Or, contact the testing agencies at:

The College Board (SAT) Registration Unit, Box 6200 Princeton, New Jersey 08541-6200 609-771-7588 <a href="http://www.collegeboard.org">http://www.collegeboard.org</a> SDSU Code: 4682	ACT Registration Unit P.O. Box 414 Iowa City, Iowa 52240 319-337-1270 <a href="http://www.act.org">http://www.act.org</a> SDSU Code: 0398
--	--

NOTE: The College Board will be administering the new redesigned SAT in March 2016. SDSU will use the SAT evidence-based reading and writing subscore and mathematics subscore to determine admission eligibility.

Official scores should be requested from the testing service at the time you register and sent directly to SDSU.

### Eligibility Index

The eligibility index (EI) is the combination of the high school grade point average and scores on either the ACT or SAT. Grade point averages (GPA) are based on grades earned in courses taken during the final three years of high school. Included in calculation of GPA are grades earned in all college preparatory "a-g" subject requirements, and bonus points for approved honors courses (excluding grades earned in physical education and military science courses).

Up to eight semesters of honors courses taken in the last three years of high school, including up to two approved courses taken in the 10th grade, can be accepted. Each unit of A in an honors course will receive a total of 5 points; B, 4 points; and C, 3 points. No honor points are given for D or F grades.

A CSU eligibility index can be calculated by multiplying a grade point average by 800 and adding a total score on the mathematics and critical reading (or evidence-based reading and writing score on new redesigned SAT) scores of the SAT. For students who took the ACT, multiply the grade point average by 200 and add ten times the ACT composite score. Persons who are California high school graduates (or residents of California for tuition purposes), need a minimum index of 2900 using the SAT or 694 using the ACT. Persons who neither graduated from a California high school nor are a resident of California for tuition purposes, need a minimum index of 3502 (SAT) or 842 (ACT). The eligibility index may be higher for impacted CSU campuses.

The CSU uses only the ACT score or the SAT mathematics and critical reading (or evidence-based reading and writing score on new redesigned SAT) scores in its admission eligibility equation. The university has no current plans to include the writing scores from either of the admissions tests in the computation of the CSU eligibility index.

### Subject Requirements

San Diego State University requires that first-time freshman applicants complete, with grades of C or better, a comprehensive pattern of college preparatory study totaling 15 units. A "unit" is one year of study in high school.

1. Two years of social science, including one year of U.S. history, or U.S. history and government;
2. Four years of English;
3. Three years of mathematics (algebra, geometry, and intermediate algebra);
4. Two years of laboratory science (one biological and one physical, both with laboratories);
5. Two years in the same foreign language (subject to waiver for applicants demonstrating equivalent competence);
6. One year of visual and performing arts courses selected from, dance, drama/theatre, music, or visual art (may complete two semester long courses selected from same discipline); and
7. One year of electives, selected from English, advanced mathematics, social science, history, laboratory science, foreign language, visual and performing arts, or other courses approved and included on the UC/CSU "a-g" list.

For fall admission, you must complete your subject requirements by the spring term before enrollment at SDSU.

### Subject Requirement Substitution for Students with Disabilities

Applicants with disabilities are encouraged to complete college preparatory course requirements if at all possible. If you are judged unable to fulfill a specific course requirement because of your disability, alternate college preparatory courses may be substituted for specific subject requirements. Substitutions may be authorized on an individual basis after review and recommendation by your academic adviser or guidance counselor in consultation with the director of a CSU disabled student services program. You should be aware that failure to complete courses required for admission may limit your later enrollment in certain majors, particularly those involving mathematics. For further information and substitution forms, please call the director of disabled student services at your nearest CSU campus.

### Freshmen Who are Graduates of High Schools in Foreign Countries

Graduates of secondary schools in foreign countries must be judged to have equivalent academic preparation and abilities equivalent to applicants eligible under this section. Please submit your high school transcript shortly after applying for admission.

All undergraduate applicants, regardless of citizenship, who do not have at least three years of full-time study in schools at the secondary level or above where English is the principal language of instruction, must present a score of 550 or higher (using the paper version) or 80 or higher (using the Internet version) on the Test of English as a Foreign Language (TOEFL), or 6.5 or better on the International English Language Testing System (IELTS).

### Early Notification of Admission

The university may offer early notification of admission to first-time freshman applicants who report an exceptional high school record and test scores.

### Admitted First-Time Freshman

All first-time freshman applicants who receive an offer of admissions are admitted provisionally. Offers of admission will be rescinded if senior year work is not completed at a satisfactory level or if any requirements were misrepresented on the application.

### Freshman Academic Success Track (FAST)

All California resident first-time freshmen admitted to San Diego State University who have remediation needs in English or mathematics will be required to enroll in the Freshman Academic Success Track (FAST) program in the summer prior to fall enrollment. The FAST program is mandatory. All students attending a CSU who need remediation are required to participate in Early Start or a summer program such as FAST to better prepare them in English and mathematics.

The goals of the FAST program are to:

- Better prepare students in English and/or mathematics, before the fall semester of freshmen year;
- Add an important and timely assessment tool in preparing students for college; and
- Improve students' chances of successful completion of a college degree.

Newly admitted freshmen students who are required to complete the FAST program will be notified of the requirement and options for completing the program as part of campus communications to newly admitted students. More information regarding the FAST program is available at <http://www.sdsu.edu/collegeready>.

### High School Students

High school students may be considered for enrollment in certain special programs if recommended by the principal and the appropriate campus department chair and if preparation is equivalent to that required of eligible California high school graduates. Such admission is only for a specific course and does not constitute a right to continued enrollment.

### Transfer Student Requirements

Students who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper division transfer students. Students who complete college units during high school or through the summer immediately following high school graduation are considered first-time freshmen and must meet those admission requirements. Transferable courses are those designated for baccalaureate credit by the college or university offering the courses. The CSU General Education-Breadth (GE-Breadth) program allows California community college transfer students to fulfill lower-division general education requirements for any CSU campus prior to transfer. Up to 39 of the 48 GE-Breadth units required can be transferred from and certified by a California college. "Certification" is the official notification from a California community college that a transfer student has completed courses fulfilling lower-division general education requirements. The CSU GE-Breadth certification course list for particular community colleges can be accessed at <http://www.assist.org>.

### Lower Division Transfers

Students who have completed fewer than 60 transferable semester college units (fewer than 90 quarter units) are considered lower division transfer students. San Diego State University is not accepting applications from lower division transfer students. (Due to enrollment pressures, many CSU campuses do not admit lower division transfer applicants.)

### Upper Division Transfers

A student is considered an upper division transfer student if he/she has completed 60 or more semester units (or 90 or more quarter units) of transferable baccalaureate-level college work. In recent years, as the number of applicants has far exceeded the number of spaces available, it has become necessary to adopt admission standards which are more demanding than the minimum California State University (CSU) requirements. Per CSU Enrollment Policy, transfer admission priority is given to applicants whose previous coursework was completed at California community colleges.

All students who are admitted to SDSU, transfer applicants should meet the following minimum CSU eligibility requirements and SDSU requirements.

1. Apply during the CSU initial admission application filing period, October/November 2015 for fall 2016 admission. Submit a supplemental application at <http://www.sdsu.edu/portal>, which is due by 11:59 p.m. (PST), January 25, 2016.
2. Complete a minimum of 60 transferable semester units by the end of spring 2016. Transferable units are defined as course units that are applicable to a baccalaureate degree.
3. Complete a certified GE package of 39 units (CSU GE or IGETC) or any applicable lower division GE pattern listed in the SDSU General Catalog, including completion of the "Golden Four" General Education (GE) requirements in written communication, oral communication, critical thinking, and mathematics with a C or higher grade in each course by the end of spring 2016.
4. Complete all major preparation courses listed in the SDSU General Catalog by the end of the spring term prior to fall admission. If a major preparation course is not offered at your community college, you must take it at another local community college or via Cross Enrollment or Open University at SDSU by the end of spring 2016.
5. Meet the cumulative grade point average (GPA) required for the major as listed in the SDSU General Catalog. See <http://www.sdsu.edu/majorgpa> to determine the GPA required for your major. Your GPA is based on all transferable units attempted.
  - a. For non-SDSU service area\* applicants, an additional overall GPA will be required. This GPA is determined based on the applicant pool and may be higher than the GPA required for the major.
  - b. All applicants must meet the required GPA at the time of application and maintain the GPA through the end of spring 2016.

- Applicants with prior SDSU Regular Session, Special Session, Open University or Cross Enrollment, coursework must have a minimum SDSU GPA of 2.0 in addition to the cumulative GPA listed above.
- Local, service-area\* applicants who meet the criteria listed above and who meet the cumulative GPA required for the major will have admission priority for fall 2016. All other applicants will be admitted on a space-available basis and must meet requirements (1) through (6) above.

\* Students are in SDSU's service area if 100% of their transferable credits have been completed at Cuyamaca, Grossmont, Imperial Valley, San Diego City, San Diego Mesa, San Diego Miramar, or Southwestern colleges by the end of the spring prior to fall admission (e.g. spring 2016 for fall 2016 admission).

### NOTE:

- The Transfer Admission Guarantee does not apply to applicants to athletic training, dance, music, nursing, social work, theatre arts with an emphasis in performance, Acting and musical theatre, or any major for which there is an SDSU approved STAR Act (Associate in Arts for Transfer (AA-T)/ Associate in Science for Transfer (AS-T) degree.
- Nursing applicants must complete a supplementary application and meet additional ranking criteria.
- Music and dance applicants must pass an audition for acceptance to the major. For details, see the School of Music and Dance website at <http://music.sdsu.edu>.
- Theatre arts with emphasis in performance: acting and musical theatre applicants must pass an audition for acceptance to the major. For information, visit [http://ttf.sdsu.edu/index.php/degree\\_programs/general\\_auditions](http://ttf.sdsu.edu/index.php/degree_programs/general_auditions)
- SDSU is only accepting applications for students seeking a second bachelor's degree in nursing.
- Students with international coursework must submit an international course evaluation report.

### Associate Degrees for Transfer (AA-T or AS-T)

The Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees offered at the California Community College (CCC) are designed to provide a California community college student a clear transfer preparation and admission pathway to the CSU degree majors.

California Community College students who earn an associate degree for transfer (AA-T or AS-T) are guaranteed admission with junior standing to a CSU and given priority admission over other transfer applicants when applying to a local CSU campus, or non-impacted CSU program. AA-T or AS-T admission applicants are given priority consideration to an impacted campus/program or to campuses/programs that have been deemed similar to the degree completed at the community college. Students who have completed an AA-T/AS-T in a program deemed similar to a CSU major are able to complete remaining requirements for graduation within 60 semester (90 quarter) units. It is the responsibility of the student who has earned an AA-T/AS-T to provide documentation of the degree to the CSU campus.

### Admitted Upper Division Transfers

Transfer admission decisions are based on self-reported information. Admission is provisional pending verification of the self-reported information on the applicant's CSUMentor and supplemental applications using the official transcript submitted to the Office of Admissions. Offers of admission will be rescinded if the GPA, completed courses, or course grades are lower than what is reported on the applications or if the student misses any admission deadlines.

### Acceptance of Transfer Courses

Courses taken at a regionally accredited college or university and designated as appropriate for baccalaureate credit by that institution will be accepted by San Diego State University for credit toward transfer admission. San Diego State University reserves the right to determine the extent to which such credit satisfies the specific and elective requirements of degree programs.

Courses completed at regionally accredited institutions not offering the baccalaureate and at special-purpose baccalaureate-granting institutions are acceptable if specifically certified by the institution or by San Diego State University as similar in level and rigor to SDSU courses.

Courses completed at institutions without regional accreditation or taken at a regionally accredited institution as part of a professional program, i.e., medical, dental, legal, veterinary, optical, etc. are not normally accepted by San Diego State University. Such courses may be accepted on an individual basis if a review by the appropriate department determines comparability to a course in the San Diego State University curriculum.

### Adult Students

As an alternative to regular admission criteria, an applicant who is 25 years of age or older may be considered for admission as an adult student if he or she meets all of the following conditions:

- Possesses a high school diploma (or has established equivalence through either the General Educational Development or California High School Proficiency Examinations).
- Has not been enrolled in college as a full-time student for more than one term during the past five years. Part-time enrollment is permissible.
- If there has been any college attendance in the past five years, has earned a grade point average of C or better in all college work attempted.
- Test results verifying completion of the current San Diego State University mathematics and writing competency requirements. Current competency requirements and minimum test scores are published in the *General Catalog* and each semester's *Class Schedule*; the most recent published scores will be required.

Applicants seeking admission as an adult student must submit a statement of no more than two pages describing the alternate preparation which the applicant feels has prepared him or her for successful university work. The statement should also describe the applicant's educational goals and what preparation has been made to pursue these goals. Consideration for admission will be based upon a judgment as to whether the applicant is as likely to succeed as a regularly admitted freshman or transfer student and will include an assessment of basic skills in the English language and mathematical computation.

### Appeal of Admission Decision

Section 89030.7 of the *California Education Code* requires the California State University to establish specific requirements for appeal procedures for a denial of admission. Each CSU campus must publish appeal procedures for applicants denied admission to the university. Detailed instructions regarding the appeals process are available at <http://www.sdsu.edu/appeals>.

All appeals must be received by SDSU within 30 days of date of the denied notification from the SDSU Office of Admissions. Students who were denied admission may only submit one appeal per admission term. To have an appeal reviewed, students must submit a complete packet which includes the following: admissions appeal request form, letter addressing the basis of the appeal, and supporting documentation. The appeal request must be mailed to:

University Admissions Appeals Committee  
Office of Admissions  
San Diego State University  
5500 Campanile Drive  
San Diego, CA 92182-7455

Appeal decisions will be provided within six weeks of submission of a complete appeal package. Applicants will be notified of their appeal decision by mail using the address on file in the SDSU Office of Admissions.

### Readmission

Students interested in readmission to SDSU should visit the website at <http://www.sdsu.edu/admissions> for the most up-to-date admission criteria. Criteria differ for students who left the university in good academic standing versus those who left on academic probation or who were academically disqualified. Students who have been disqualified twice from SDSU will not be considered for reinstatement. Students with prior SDSU enrollment through regular session, special session, Open University, or cross-enrollment must have a minimum SDSU GPA of 2.0 in all coursework, in addition to meeting all other transfer admission requirements.

### International (Foreign) Student Admission Requirements

San Diego State University offers opportunities for undergraduate and graduate study to international students whose academic preparation meets the standards for admission. International applicants include those who hold U.S. temporary visas as students, exchange visitors, or in other non-immigrant classifications. SDSU uses separate requirements in the admission of international students. Verification of English proficiency (see section on English Language Requirement for undergraduate applicants), financial resources, and academic performance are each important considerations for admission.



International students who plan to attend SDSU on an F-1 student visa and have course work completed at schools outside the U.S. should complete the CSUMentor international application to apply for admission.

SDSU will begin accepting applications for admission from first-time freshmen and upper division transfer students (60 or more transferable semester units, or 90 or more transferable quarter units) and applicants seeking a second bachelor's degree in nursing on October 1. SDSU is not accepting applications from lower division transfers (1-59 transferable units) or those seeking a second bachelor's degree other than nursing.

**APPLICATION DEADLINES:** First-time freshmen international applicants graduating from a U.S. high school must apply between October 1 and November 30. First-time freshmen international applicants graduating from a high school outside of the U.S. must apply between October 1 and May 1. Transfer international applicants must apply between October 1 and November 30. All students applying to dance, music, nursing, or theatre arts (performance) must apply between October 1 and November 30.

### International Freshmen

- Applicants must submit official transcripts/grade reports for each year of study completed (i.e., grades 9-12 or grades 10-12) to the SDSU Office of Admissions. Applicants must also submit a certified copy of diploma or graduation certificate, if earned. If the transcript or academic record is not issued in English, applicant will be required to send a certified literal English translation of each document, which can come directly from the school itself or from a professional, certified translator. The translation must contain all information shown on the original language document. The official transcript/academic record must be sent in a sealed envelope directly from the school, or a ministry of education.

### International Transfers

#### Upper Division Transfer Applicants Only

- Applicants who have international coursework must submit an International Evaluation Service Report to SDSU. To submit the report, applicant must submit official international transcripts and documents directly to the address listed below and request the Detailed Report with Course Level Identification.  
International Education Research Foundation, Inc.  
P.O. Box 3665  
Culver City, CA 90231  
<http://www.ierf.org>  
310-258-9451
- Applicants who have attended both U.S. schools and schools outside the U.S. must submit the International Evaluation Service Report and have academic transcripts from all U.S. schools attended sent directly to the SDSU Office of Admissions.
- Eligibility for admission will be based on the information that is provided on the admission application, the International Evaluation Service Report, U.S. transcripts (if U.S. schools were attended), and TOEFL scores, if required.

### Majors with Special Instructions

- Athletic training majors transferring from two-year or four-year colleges/universities must submit a separate application to the School of Exercise and Nutritional Sciences in addition to the CSUMentor application. Additional admission criteria are required for acceptance to the athletic training major and the university. For more information, visit the School of Exercise and Nutritional Sciences website at <http://athletictraining.sdsu.edu/>.
- Music and dance majors that meet the CSU admissions requirement must successfully pass an audition for acceptance to the major and the university. Auditions will be held in February for fall admission.

- Nursing majors transferring from two-year or four-year colleges/universities, or those seeking a second bachelor's degree, must complete a supplemental application in addition to the CSUMentor application. Additional admission criteria are required from transfer students for the major. For more information, visit the School of Nursing website at <http://nursing.sdsu.edu>.
- Theatre arts with an emphasis in performance: acting and musical theatre majors that meet the CSU admissions requirement must successfully pass an audition for acceptance to the major and the university. Auditions will be held in February for fall admission.

Applicants whose major education has been in a language other than English must score 550 or higher (using the paper version) or 80 or higher (using the Internet version) on the Test of English as a Foreign Language (TOEFL), or 6.5 or better on the International English Language Testing System (IELTS). These tests are administered in most foreign countries. The university must receive official test scores before admission can be granted. Information as to the time and place at which these tests are given may be obtained by going to <http://www.TOEFL.org> and <http://www.ielts.org>.

Upon arrival at San Diego State University, additional tests of English may be given for the purpose of placing students in an English language program commensurate with their linguistic ability in English and to assist advisers in planning an appropriate course of study. Depending upon placement test results and academic background, students may be required to enroll in one or more English language courses during their first year. Foreign students admitted to the university will be subject to the same competency and placement examinations and standards that govern the rest of the student population.

**Insurance Requirement:** As a condition of receiving an I-20 or DS2019 form, all F-1 and J-1 visa, applicants must agree to obtain and maintain health insurance as a condition of registration and continued enrollment. Such insurance must be in amounts as specified by the United States Information Agency (USIA) and National Association of Foreign Student Advisers (NAFSA). The campus president or designee shall determine which insurance policies meet these criteria. Further information may be obtained from the International Student Center or go to <http://www.sdsu.edu/international>.

**American Language Institute:** If English instruction is needed prior to admission to SDSU, students may enroll in the American Language Institute (ALI). The ALI offers academic preparation in English language reading, writing, and listening skills necessary for university success.

**Housing and Scholarship:** Arrangements for housing should be completed well in advance of the student's arrival on the campus. Detailed information regarding housing may be obtained from the Office of Housing Administration website at <http://www.sdsu.edu/housing>. Scholarship aid for entering foreign students is limited. All admitted foreign students will be required to provide evidence of funding for a minimum of one academic year.

Upon arrival at SDSU, the student should contact the International Student Center.

### English Language Requirement

All undergraduate applicants, whose native language is not English and who have not attended schools at the secondary level or above for at least two years of full-time study (only transferable courses count toward a student's full-time status) where English is the principal language of instruction, must present a score of 550 or higher (using the paper version) or 80 or higher (using the Internet version) on the Test of English as a Foreign Language (TOEFL), or 6.5 or better on the International English Language Testing System (IELTS). Some majors may require a higher score. Some campuses may also use alternative methods of assessing English fluency.

### Filing of Documents

If admitted, official documents for international applicants must be on file no later than May 1 for fall admission. (See "Filing of Records" for details.)

### Other applicants

Applicants not admissible under one of the above provisions should enroll in a community college or other appropriate institution.

San Diego State University also offers a special program designed to expand educational opportunity for capable persons who, for a variety of reasons, have not previously had the opportunity. For detailed information regarding admission to this program, refer to the section of this catalog on the Educational Opportunity Program.

### Filing of Records

**File Official Transcripts.** You must file the following official transcripts with the Office of Admissions.

1. Transcripts from all high schools attended (not required of the graduate student who holds a bachelor's degree from an accredited institution, but is required of the student who holds a bachelor's degree from a nonaccredited institution).
2. Transcripts from EACH college attended (including extension, correspondence, summer session, evening, and out-of-country courses), even if no courses were completed. Graduate students must file recently issued transcripts if they plan to enter a master's degree or credential program. Electronic transcripts are required from many colleges. Check the Office of Admissions website at <http://www.sdsu.edu/admissions> for a complete list.
3. Photostat or true copy of the military separation form DD-214 (or equivalent), DD-295, Joint Service Transcripts (JST) transcripts if applicant has had active military service. (Not required of graduate students.)

For a hard copy transcript to be official, it must bear the high school or college seal and remain in its original sealed envelope. All records or transcripts received by the university become the property of the university and *will not be released nor will copies be made.*

#### Deadlines:

##### First-time Freshmen

- May 1 – transcripts including fall term grades.
- July 15 – transcripts of spring term grades.

##### Transfers

- May 1 – transcripts including fall term grades and work in progress.
- June 30 – transcripts of spring term grades.

## Graduate and Post-Baccalaureate Admission Requirements

### Application and Admission Process

Admission to San Diego State University for graduate study is a competitive process and open to those applicants who the university judges to be fully qualified to benefit from graduate study. The requirements listed below are the minimum required for admission to the university. Many programs have established additional requirements. Potential applicants should refer to the *Graduate Bulletin* under the departmental listings. Students in their final baccalaureate year who are contemplating graduate study are also advised to contact the departmental offices as soon as possible for information and advice. Some departments stop reviewing applications earlier than others because space is limited.

### Application Procedures

Applicants for any type of graduate or post-baccalaureate status (advanced degree applicants and those seeking credentials or advanced certificates) must file an electronic CSU Graduate Admission Application available at <http://www.csumentor.edu> within the appropriate filing period. All applicants, including those who graduated from San Diego State University are also required to complete and submit an application and the \$55 nonrefundable application fee. Applicants for post-baccalaureate programs are limited to the choice of a single CSU campus on each application. In the event that a post-baccalaureate applicant wishes to be assured of initial consideration by more than one campus, it will be necessary to submit separate applications (including fees) to each campus. All masters, doctoral, and credential students should consult the department or program listing in the *Graduate Bulletin* for the specific department and/or program application instructions. In all cases, applicants should send recently issued official transcripts and examination scores to Graduate Admissions only. Students are required to apply online. Online applications are available at <http://www.csumentor.edu>.

Paper applications are no longer printed for general distribution. If an applicant does not have access to a computer or in the case of other extenuating circumstances preventing an applicant from filing an electronic admission application, the applicant should contact Graduate Admissions to make special arrangements.

### Admission Requirements

Graduate and post-baccalaureate applicants may apply for a degree objective, a credential or certificate objective, or where approved, may have no program objective. Depending on the objective, the CSU will consider an application for admission as follows:

- **General Requirements.** The minimum requirements for admission to graduate and post-baccalaureate studies at a California State University campus are in accordance with university regulations as well as Title 5, Chapter 1, Subchapter 3 of the *California Code of Regulations*. Specifically, a student shall at the time of enrollment must: (1) hold an acceptable baccalaureate degree earned at an institution accredited by a regional accrediting association, or have completed equivalent academic preparation as determined by the graduate dean; (2) have attained a grade point average of at least 2.85 in an acceptable earned baccalaureate degree, or at least 2.85 in the last 60 semester (90 quarter) units attempted, or hold an acceptable post-baccalaureate degree earned at an institution accredited by a regional accrediting association; (3) have been in good standing at the last institution attended; and (4) achieved satisfactory scores on all sections of the GRE or GMAT for degree seeking applicants (not required for credential or certificate applicants).

Applicants who do not qualify for admission under provisions (1) and (2) may be admitted by special action if the graduate dean determines that there is other academic or professional evidence sufficient to warrant such action. Applicants from foreign countries see International (Foreign) Student Admission Requirements. **The Division of Graduate Affairs is the only official admissions authority for graduate study at San Diego State University. See the *Graduate Bulletin* for further details.**

Faculty may register for courses in accordance with the Division of Graduate Affairs policies. Faculty holding the rank of instructor and above may be candidates for degrees on this campus. Faculty may not seek degrees or register for courses within their own departments, programs, or schools and retain faculty status in that unit.

Students who meet the minimum requirements for graduate and post-baccalaureate studies may be considered for admission in one of the following categories:

- **Post-Baccalaureate Standing (Unclassified).** Exchange students (non-foreign), visitors from other CSU campuses, and other transitory students may be admitted for one semester as unclassified graduate students; or
- **Post-Baccalaureate Standing (Classified).** A student wishing to be admitted to a program leading to a credential only or to an advanced certificate only (not an advanced degree) who meets the criteria specified under General Admission Requirements. A student must also meet the professional, personal, scholastic, and other standards prescribed by the appropriate department and the Graduate Council; or
- **Post-Baccalaureate Standing (Conditionally Classified).** A student wishing to be admitted to a program of study leading to a credential only, or to an advanced certificate only (not an advanced degree), who meets the criteria specified under General Admission Requirements, but who has deficiencies that can be met by specific additional preparation, including qualifying examinations; or
- **Graduate Standing (Classified).** A student wishing to be admitted to a program of study leading to an advanced degree who meets the criteria specified under General Admissions Requirements; or
- **Graduate Standing (Conditionally Classified).** A student wishing to be admitted to a program of study leading to an advanced degree who meets the criteria specified under General Admission Requirements but who has deficiencies that can be met by specific additional preparation, including qualifying examinations.

Potential applicants should refer to the *Graduate Bulletin* under Admission and Registration, for further details.

### Graduate and Post-Baccalaureate English Language Requirement

All graduate and post-baccalaureate applicants, regardless of citizenship, whose native language is not English and whose preparatory education was principally in a language other than English must demonstrate competence in English. Those who do not possess a bachelor's degree from a postsecondary institution where English is the principal language of instruction must receive a minimum score of 550 or higher (using the paper version) or 80 or higher (using the Internet version) on the Test of English as a Foreign Language (TOEFL). Students must obtain a score of 6.5 or better on the International English Language Testing System (IELTS). Individual degree programs may require a higher minimum score. Applicants may be required by a program to submit a score for the Test of Written English (TWE). Several CSU campuses may use alternative methods for assessing fluency in English including Pearson Test of English Academic (PTE Academic), the International English Language Testing System (IELTS), and the International Test of English Proficiency (ITEP).

### Second Bachelor's Degree

San Diego State University is only accepting applications for a second bachelor's degree in nursing. To be eligible for admission to the second bachelor's degree in nursing, students must meet the following minimum CSU eligibility requirements and SDSU requirements.

1. Students are required to apply during the CSU initial admission application filing period, October/November 2015 for fall 2016. They must file an electronic CSU Undergraduate Admission Application available at <http://www.csumentor.edu> by November 30.
2. Applicants are subject to admission related deadlines for undergraduate transfer students.
3. Applicants must have previously earned a baccalaureate degree from a college/university accredited by a regional accrediting association.
4. Applicants must complete all major preparation/prerequisite courses listed in the *SDSU General Catalog* by the end of the spring term prior to fall admission.
5. Applicants must meet the cumulative grade point average (GPA) required for the nursing major in all transferable courses attempted at all regionally accredited universities, colleges, and community colleges completed as an undergraduate, independent of when the degree was granted; or meet the nursing GPA requirement in at least the last 60 semester/90 quarter units attempted of baccalaureate or graduate level courses.
  - Applicants must meet the required GPA at the time of application and maintain the GPA through the end of spring 2016 for fall 2016.
6. Applicants with prior SDSU regular semester, Special Session, Open University, or cross enrollment coursework, must have a minimum SDSU GPA of 2.0, in addition to the cumulative GPA listed above.
7. Classified graduate students are not eligible to apply for a second bachelor's degree.

Second bachelor's degree in nursing students are accepted as unclassified post-baccalaureate which means they are subject to graduate fees. Credit earned while a second bachelor's candidate may not be applied toward an advanced degree at a later date. Candidates for a second bachelor's degree are ineligible to enroll in 600-, 700-, 800-, and 900-numbered courses.

To receive a second bachelor's degree in nursing, the student must complete a minimum of 30 post-baccalaureate units in residence at SDSU, of which at least 15 units must be upper division courses in the nursing major (numbered 300-599). Students must fulfill all current preparation for major and major requirements. In addition they must meet the following GPA requirements:

- 2.00 minimum SDSU grade point average based on all courses attempted at SDSU.
- 2.00 minimum major grade point average based on all upper division courses attempted in the major department. Upper division courses required for the major but taught outside the major department are also included in the grade point average.

Students seeking a second bachelor's degree in nursing have the following requirements either deemed complete or waived based on their first baccalaureate degree from a college/university accredited by their first accrediting association:

- Competency requirements for the CSU Entry Level Mathematics Test (ELM) and CSU English Placement Test (EPT);
- The Graduation Writing Assessment Requirement (GWAR);
- American Institutions Requirement;
- Residence Requirement for General Education;
- General Education requirements in sections I, II, III, and IV; and
- International Experience.

Students seeking a second bachelor's degree in nursing are subject to the undergraduate policies and procedures governing deadlines, academic probation and disqualification, catalog rights, continuous enrollment, distinction in their major for graduation, and course repeat policies. They are not eligible for course forgiveness or graduation with honors. They are not eligible to declare an additional minor, major, or to change their major from the initial second bachelor's degree program.

The second bachelor's degree in nursing is not granted automatically. Students must take the initiative to apply for graduation using the undergraduate graduation application. See *Graduation Requirements — Application for Graduation* for additional information.

### Intrasystem and Intersystem Enrollment Programs

Students enrolled at San Diego State University have access to courses at other CSU campuses on a space available basis unless those campuses or programs are impacted or desired programs or admission categories are closed. This access is offered without students being required to be admitted formally to the host campus and sometimes without paying additional fees. Although courses taken on any CSU campus will transfer to the student's home CSU campus as elective credit, students should consult their San Diego State University academic adviser to determine how such courses may apply to their specific degree programs before enrolling at the host campus.

The academic calendar lists specific deadlines. For students participating in the CSU visitors' program, units completed at the visitor campus will be considered resident units; they will not, however, be calculated into the San Diego State University grade point average.

There are two programs for enrollment within the CSU and one for enrollment between CSU and the University of California or California community colleges. Additional information about these programs is available from the Office of the Registrar.

#### CSU Fully Online Courses

Matriculated students in good standing may request enrollment in one course per term, offered by a CSU host campus. Enrollment requests will be granted based on available space, as well as completion of any stated prerequisites. Credit earned at the host campus is electronically reported to the student's home campus to be included on the student's transcript at the home campus. Before enrolling in a CourseMatch course at another CSU, SDSU students should consult with their academic adviser to determine if the course can be applied towards their degree requirements.

#### CSU Visitor Enrollment

Matriculated students in good standing may enroll on a space available basis at San Diego State University and a host CSU campus during the same term. Credit earned at the host campus is reported at the student's request to San Diego State University to be included on the student's transcript at the home campus.

#### Intersystem Cross Enrollment

Matriculated CSU, UC, or community college students may enroll on a "space available" basis for one course per term at another CSU, UC, or community college and request that a transcript of record be sent to the home campus. Students who wish to enroll in a course via cross enrollment must select a class that does not have an active wait list.

### Impacted Programs

The CSU designates programs as impacted when more applications from regularly eligible applicants are received in the initial filing period (October and November) than can be accommodated. All majors at San Diego State University are impacted. Students who are admitted to SDSU are placed in a premajor (including undeclared).

All premajors must meet department-specific criteria to move from the premajor to the major, such as a specified minimum grade point average, completion of prerequisite courses, tests, and completion of a certain number of units.

Criteria are described in the "Courses and Curricula by Department" section of this catalog or you may contact the major department for information. The CSU will announce during the fall filing period the supplementary criteria campuses will use for impacted programs. Detailed impactation information is available at <http://www.csumentor.edu>, <http://www.calstate.edu/impactioninfo.shtml>, and <http://www.calstate.edu/sas/impaction-campus-info.shtml>. Information about the supplementary criteria is also provided to program applicants. For further information visit <http://arweb.sdsu.edu/es/advising/impaction.html>.

Applicants must file applications for admission to an impacted program during the initial filing period. Applicants who wish to be considered in impacted programs at more than one campus should file an application at each campus for which they seek admission consideration.

### Statewide Placement Test Requirements

San Diego State University requires that each entering undergraduate student, except those who qualify for an exemption, take the CSU Entry Level Mathematics (ELM) examination and the CSU English Placement Test (EPT) prior to enrollment. Admitted freshmen must take the ELM/EPT (if required) by the May test date prior to enrollment. These examinations are designed to identify entering students who may need additional support in acquiring college entry-level English and mathematics skills necessary to succeed in CSU baccalaureate-level courses. Undergraduate students who do not demonstrate college-level skills both in English and in mathematics will be placed in appropriate remedial programs and activities during the first term of their enrollment. Students placed in remedial programs in either English or mathematics must complete all remediation in their **first year** of enrollment. Students who do not successfully complete their remediation requirements within one year of their initial enrollment will be administratively disqualified.

Students register for the EPT and/or ELM through the Testing Services office. Questions about test dates and registration materials may be addressed to the Prospective Student Center.

**English Placement Test (EPT).** The English Placement Test (EPT) is designed to assess the level of reading and writing skills of students entering the California State University. The CSU EPT must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 147 or above on the EPT will be placed in college-level composition classes.

Exemptions from the EPT are granted only to those who present proof of one of the following:

- A result of "Standard Exceeded: Ready for CSU or participating CCC college-level coursework in English" on the CAASPP Early Assessment Program (EAP) in grade 11.
- A result of "Conditionally Ready for College-Level English Courses" or "Standard Met: Conditionally Ready for CSU or participating CCC college-level coursework in English" on the CAASPP Early Assessment Program (EAP) or a score of 460-490 on the critical reading portion of the SAT Reasoning Test or a score of 19-21 on the English portion of the ACT examination AND completion of an approved year-long senior year English course with grades of C or higher.
- A score of 500 or above on the critical reading (or evidence-based reading and writing section of the new redesigned SAT) section of the College Board SAT Reasoning Test.
- A score of 22 or above on the American College Testing (ACT) English Test.
- A score of 3 or above on either the Language and Composition or Composition and Literature examination of the College Board Scholastic Advanced Placement Program.
- A score of 4-7 on the Higher Level English A1 International Baccalaureate examination.
- Completion and transfer to CSU of the credits for a college course that satisfies the CSU General Education requirement in English composition, provided such a course was completed with a grade of C or better.

**Entry Level Mathematics (ELM) Examination.** The Entry Level Mathematics (ELM) Examination is designed to assess and measure the level of mathematics skills acquired through three years of rigorous college preparatory mathematics coursework (Algebra I and II, and Geometry) of students entering the California State University (CSU). The CSU ELM must be completed by all non-exempt entering undergraduate students prior to enrollment in any course, including remedial courses. Students who score 50 or above on the ELM will be placed in college-level mathematics classes.

Exemptions from the ELM are granted only to those who present proof of one of the following:

- A result of "Standard Exceeded: Ready for CSU or participating CCC college-level coursework in mathematics" on the CAASPP Early Assessment Program (EAP) examination taken in grade 11.
- A score of "Conditionally Ready for College-Level Mathematics Courses" or "Conditional" on the CSU Early Assessment Program (EAP) taken in grade 11 along with the California Standards Test in Summative High School Mathematics or Algebra II, provided successful completion of a CSU-approved 12th grade mathematics course that require Algebra II as a prerequisite.
- A result of "Standard Met: Conditionally Ready for CSU or participating CCC college-level coursework in mathematics" on the CAASPP Early Assessment Program (EAP) examination taken in grade 11 or a score of 490 – 540 on the mathematics portion of the SAT Reasoning Test or a score of 20-22 on the mathematics portion of the ACT examination AND completion of an approved year-long senior year mathematics course with grades of C or higher.
- A score of 550 or above on the mathematics section of the College Board SAT Reasoning Test.
- A score of 550 or above on a College Board SAT Subject Test in Mathematics (level 1 or level 2).
- A score of 23 or above on the American College Testing (ACT) Mathematics Test.
- A score of 3 or above on the College Board Advanced Placement Calculus AB or Calculus BC examination.
- A score of 3 or above on the College Board Advanced Placement Statistics examination.
- Completion and transfer to CSU of a college course that satisfies the requirement in Quantitative Reasoning, provided such a course was completed with a grade of C or better.

### Requirements for Registration

San Diego State University students register online through the SDSU WebPortal at <http://www.sdsu.edu/portal>. On campus and telephone registration are not available. The *Class Schedule* is available at <http://www.sdsu.edu/schedule> and contains specific information on registration, courses offered for the term, and a listing of the fees required for enrollment. Students will not be permitted to register until fees are paid. Payment of fees by itself does not constitute registration. A student is considered registered when (1) fees have been paid, and (2) at least one course has been added prior to the first day of classes.

**Registration Restrictions.** The registration system will check for the satisfactory completion of the following tests and requirements: English Placement Test (EPT); Entry-Level Mathematics Examination (ELM); Grammar, Spelling and Punctuation Test (GSP); and Writing Placement Assessment (WPA).

Enrollment in some courses is restricted to students in specific majors and students at specific levels (i.e., freshmen, sophomore, junior, senior, or graduate). Major code and student level restrictions are listed in the *Class Schedule* footnotes.

The registration system will not allow registration in courses that meet at the same day and time or have overlapping meeting times. The registration system will also not allow enrollment in more than one section of the same course unless it is repeatable.

Students entering SDSU as freshmen are required to complete coursework in composition, mathematics, oral communication, and critical thinking in a specific order. These enrollment requirements are enforced by the registration system. For more information, refer to the Major Academic Plan (MAP) at <http://www.sdsu.edu/mymap>.

Students enroll in classes each semester during the registration period. The registration period begins on your assigned date and time and ends on the schedule adjustment deadline. Students who have not paid fees or registered for at least one course prior to the first day of classes will be assessed a late registration fee of \$25. Newly admitted students MAY be exempted from this fee. The deadline to register is on the 10th day from the first day of classes. Summer deadlines will vary by session. Consult the *Class Schedule* for specific dates.

### Schedule Adjustment

The schedule adjustment period begins when a student first registers on their assigned day and time and runs through the schedule adjustment deadline which is the 10th day of classes at 11:59 p.m. During this period, students are responsible for checking their schedules regularly and for taking the necessary actions to add, drop, or change grading options before the schedule adjustment deadline. Students who do not attend a class and who do not ensure that the course is officially dropped in the SDSU WebPortal at <http://www.sdsu.edu/portal>, will receive a failing grade. Schedule adjustments are accepted until 11:59 p.m. on the following dates:

**Fall 2016 Semester - September 12, 2016**

**Spring 2017 Semester - January 31, 2017**

Students are not permitted to drop or add a class after the stated deadlines, except in cases such as accident or serious illness where the cause of dropping the class is due to circumstances clearly beyond the student's control and the assignment of an Incomplete is not applicable. All such request must be accompanied by appropriate verification. Ordinarily, withdrawals in this category will involve total withdrawal from the university, except that credit or an Incomplete, may be assigned for courses in which sufficient work has been completed to permit an evaluation to be made. Requests to withdraw under such circumstances must be signed by each instructor who indicates your status in the class and approved by the dean (or designee) of the college of the student's major.

**Instructor Initiated Drop.** Students who do not attend the first class session of a course may be dropped from that course by the instructor within the first eight class days of the semester. Students who do not meet the prerequisite requirements can also be dropped within the first eight class days of the semester. Any student dropped by the instructor during his period will be notified of the action by email. Not all instructors will drop students who miss the first class session or for lack of prerequisites. Students are responsible for all classes on their schedules and should check their schedules regularly to ensure accuracy. It is the student's responsibility to keep a current e-mail address on file through the SDSU WebPortal at <http://www.sdsu.edu/portal>.

**Wait List.** Effective spring 2016 semester, students are able to wait list a class when it has reached capacity. The wait list option is effective when registration begins for each semester. Students will be ranked on the wait list based on specific conditions and first-come, first-serve basis. Students must manage their wait list and ranking throughout the registration period. If a spot becomes available, students will be automatically enrolled to a class on their wait list. An e-mail will be sent to students to confirm enrollment in the wait list class. It is the student's responsibility to keep a current e-mail address on file through the SDSU WebPortal at <http://www.sdsu.edu/portal>. If you decide that you no longer want that class you have wait listed, you are responsible for removing the class from your wait list.

**Improper Registration in Graduate Courses.** Only undergraduate students who are completing their bachelor's degree and who have filed a formal request for permission to enroll for concurrent master's degree credit or for concurrent post-baccalaureate credit may be authorized to enroll in 600 and higher-numbered courses. Undergraduate students who have not received permission for concurrent enrollment may not enroll in 600 or higher-numbered courses for any purpose without prior permission of the graduate dean. Undergraduate students who enroll in advanced courses without permission are subject to administrative disenrollment. The registration for graduate students who have not met the stated prerequisites for Course 799A, Thesis, at the time of registration may be canceled.

### Determination of Residency for Tuition Purposes

University requirements for establishing residency for tuition purposes are independent from those of other types of residency, such as for tax purposes, or other state or institutional residency. These regulations were promulgated not to determine whether a student is a resident or nonresident of California, but rather to determine whether a student should pay university fees on an in-state or out-of-state basis. A resident for tuition purposes is someone who meets the requirements set forth in the Uniform Student Residency Requirements. These laws governing residency for tuition purposes at the California State University (CSU) are *California Education Code* sections 68000-68085, 68120-68133, and 89705-89707.5, and *California Code of*

*Regulations*, Title 5, Subchapter 5, Article 4, sections 41900-41916. Residency material can be viewed on the Internet by accessing the website at <http://www.calstate.edu/sas/residency>.

The Office of Admissions is responsible for determining the residency status of all new and returning students based on the Application for Admission, Residency Questionnaire, Reclassification Request Form, and, as necessary, other evidence furnished by the student. A student who fails to submit adequate information to establish eligibility for resident classification will be classified as a nonresident.

Generally, establishing California residency for tuition purposes requires a combination of physical presence and intent to remain indefinitely. An adult who, at least 366 days prior to the residency determination date for the term in which enrollment is contemplated, can demonstrate both physical presence in the state combined with evidence of intent to remain in California indefinitely may establish California residency for tuition purposes. A minor normally derives residency from the parent(s) they reside with or most recently resided with.

Evidence demonstrating intent may vary from case to case but will include, and is not limited to, the absence of residential ties to any other state, California voter registration and voting in California elections, maintaining California vehicle registration and driver's license, maintaining active California bank accounts, filing California income tax returns and listing a California address on federal tax returns, owning residential property or occupying or renting a residence where permanent belongings are kept, maintaining active memberships in California professional or social organizations, and maintaining a permanent military address and home of record in California.

Nonresident students seeking reclassification are required to complete a supplemental questionnaire that includes questions concerning their financial independence. Financial independence is required, in addition to physical presence and intent, to be eligible for reclassification. Financial independence is established if in the calendar year the reclassification application is made **and** in any of the three calendar years preceding the reclassification application the student:

- Has not and will not be claimed as an exemption for state and federal tax purposes by his/her parent;
- Has not and will not receive more than seven hundred and fifty dollars (\$750) per year in financial assistance from his/her parent; **and**
- Has not lived and will not live longer than six (6) weeks in the home of his/her parent.

A nonresident student who has been appointed as a graduate student teaching assistant, a graduate student research assistant, or a graduate student teaching associate on any CSU campus and is employed on a 0.49 or more time basis is exempt from the financial independence requirement.

Non-citizens establish residency in the same manner as citizens, unless precluded by the Immigration and Nationality Act from establishing domicile in the United States.

Exceptions to the general residency requirements are contained in *California Education Code* sections 68070-68085 and *California Code of Regulations*, Title 5, Subchapter 5, Article 4, sections 41906-41906.6, 41910, and include, but are not limited to, members of the military and their dependents, certain credentialed employees of school districts and most students who have attended three or more years of high school (grades 9-12) in California and graduated from a California high school or attained the equivalent of graduation. Whether an exception applies to a particular student can only be determined after the submission of an application for admission and, as necessary, additional supporting documentation. Because neither campus nor Chancellor's Office staff may give advice on the application of these laws, applicants are strongly urged to review the material for themselves and consult with a legal adviser.

Residency determination dates are set each term.

#### Semester Term Campuses

Fall	September 20
Spring	January 25
Summer	June 1

CalState TEACH operates on a trimester system. The residency determination dates for CalState TEACH are as follows:

Fall	September 20
Spring	January 5
Summer	June 1

Students classified as nonresidents may appeal a final campus decision within 120 days of notification by the campus. A campus residency classification appeal must be in writing and submitted to:

The California State University  
Office of General Counsel  
401 Golden Shore, 4th Floor  
Long Beach, CA 90802-4210

The Office of General Counsel can either decide the appeal or send the matter back to the campus for further review. Students incorrectly classified as residents or incorrectly granted an exception from nonresident tuition are subject to reclassification as nonresidents and payment of nonresident tuition in arrears. If incorrect classification results from false or concealed facts, the student is also subject to discipline pursuant to Section 41301 of Title 5 of the *California Code of Regulations*.

Resident students who become nonresidents or who no longer meet the criteria for an exception must immediately notify the Office of the Registrar. Changes may have been made in the rate of nonresident tuition and in the statutes and regulations governing residency for tuition purposes in California between the time this information is published and the relevant residency determination date. Students are urged to review the statutes and regulations stated above.

### Importance of Filing Complete, Accurate, and Authentic Application Documents

San Diego State University advises prospective students that they must supply complete and accurate information on the application for admission, residency questionnaire, and financial aid forms. Further, applicants must, **when requested**, submit authentic and recently issued official transcripts of all previous academic work attempted. Official transcripts are defined as transcripts that bear the high school or college seal and remain in their original sealed envelope. Failure to file complete, accurate, and authentic application documents by specified deadlines may result in denial of admission, cancellation of registration or academic credit, suspension, or expulsion (Section 41301, Article 1.1, Title 5, *California Code of Regulations*). This requirement is effective from initial contact with the university and throughout the period the academic record is maintained.

### Use of Social Security Number

Applicants are required to include their correct social security numbers in designated places on applications for admission pursuant to the authority contained in Section 41201, Title 5, *California Code of Regulations*, and Section 6109 of the *Internal Revenue Code* (26 U.S.C. 6109). The university uses the social security number to identify students and their records including identification for purposes of financial aid eligibility and disbursement and the repayment of financial aid and other debts payable to the institution. Also, the Internal Revenue Service requires the university to file information returns that include the student's social security number and other information such as the amount paid for qualified tuition, related expenses, and interest on educational loans. This information is used by the IRS to help determine whether a student, or a person claiming a student as a dependent, may take a credit or deduction to reduce federal income taxes.

Students and applicants are issued a nine-digit ID number (RedID) for transactions that include accessing the SDSU WebPortal, registering for classes, meal plans, using library services, using Blackboard, communicating with The Center for Human Resources, financial transactions, and all student services.

### CSU Immunization Requirements

Entering CSU students are required to present proof of the following immunizations to the CSU campus they will be attending before the beginning of their first term of enrollment.

**Measles and Rubella.** All new and readmitted students must provide proof of full immunization against measles and rubella prior to enrollment.

**Hepatitis B.** All new students who will be 18 years of age or younger at the start of their first term at a CSU campus must provide proof of full immunization against Hepatitis B before enrolling. Full immunization against Hepatitis B consists of three timed doses of vaccine over a minimum 4 to 6 months period. If you need further details or have special circumstances, please consult Student Health Services at 619-594-5281 or visit <http://shs.sdsu.edu>.

**Meningococcal Disease Information.** Each incoming freshman who will be residing in on-campus housing will be required to return a form indicating that they have received information about meningococcal disease and the availability of the vaccine to prevent contracting the disease and indicating whether or not the student has chosen to receive the vaccination.

The above are not admission requirements, but are required of students as conditions of enrollment in CSU.

# Fees

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after initial fee payments are made, to increase or modify any listed fee. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as **estimates** that are subject to change upon approval by the Board of Trustees, the chancellor, or the presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (*California Education Code, Sections 66028 - 66028.6*).

Students will be liable for amounts that become due as a result of such change.

For updated information regarding the fee structure for 2016-2017 refer to the online *Class Schedule* or Student Account Services website at <http://www.sdsu.edu/sas>.

Tuition and fees must be paid prior to accessing the WebPortal to register. Payments are accepted for the exact amount of fees. Overpayments of \$10.00 or less are refunded only upon request. If your payment for tuition and fees is returned by the bank for any reason, your registration may be canceled and you will be billed \$55.00 (a dishonored payment charge of \$35.00 and late fee of \$20.00). Payment of tuition and fees should be made online or by check or money order. The university reserves the right to refuse payment by personal check or eCheck from those individuals who have previously had items returned unpaid by their bank. Refunds may be applied against other amounts due to the university.

You may pay your fees online using your checking account information (eCheck). There is no additional fee assessed for this service. Visit the Student Account Services website at <http://www.sdsu.edu/sas> and see Online Student Account Services.

In cooperation with SDSU, CASHNet™SmartPay allows students to pay their tuition and fees and/or out-of-state tuition with American Express, Discover Card, MasterCard, or VISA. CASHNet™SmartPay is accessed directly from your online student account. Visit the Student Account Services website at <http://www.sdsu.edu/sas> and see Online Student Account Services.

Payments made via CASHNet™SmartPay are received by Student Account Services no later than the next business day, so the registration process is not delayed. CASHNet™SmartPay assesses each customer a service charge based on the transaction amount. See the website for details.

## ADMINISTRATIVE / FINANCIAL HOLDS

All administrative and financial holds must be cleared prior to submittal of payment for registration or other university services. See "Fees and Debts Owed to the Institution" in this section of the catalog. Acceptance of payment by the university does not constitute completion of registration or guarantee of services if any kind of administrative or financial hold exists.

Depending on the situation, you may be required to clear your hold with cash, money order, or certified check.

## BASIC TUITION FEES – ALL STUDENTS

(On basis of units carried.)

The following reflects applicable systemwide fees. These fees are subject to change. Fee payment information and instructions are in Money Matters available at <http://www.sdsu.edu/sas>.

Auditors pay same fees as students carrying courses for credit. Nonresident (foreign and out-of-state) students pay additional fees – see information below. Thesis extension, other zero unit courses, and half unit courses are charged as one unit for fee purposes.

### BASIC TUITION AND FEES

#### FALL 2016/SPRING 2017, Per Semester

Units Attempted	Basic Tuition and Fees
<b>Undergraduate</b>	
0 units – 6.0 units.....	\$2,393.00
6.1 or more units.....	\$3,542.00
<b>Graduate</b>	
0 units – 6.0 units.....	\$2,759.00
6.1 or more units.....	\$4,175.00

<b>Teaching Credential Candidates</b>	
0 units – 6.0 units.....	\$2,648.00
6.1 or more units.....	\$3,980.00
<b>Units Attempted Basic Tuition and Fees</b>	
<b>Education Doctoral Students *</b>	
0 units – 6.0 units.....	\$6,365.00
6.1 or more units.....	\$6,365.00
<b>Nursing Doctoral Students *</b>	
0 units – 6.0 units.....	\$7,976.00
6.1 or more units.....	\$7,976.00
<b>Physical Therapy Doctoral Students *</b>	
0 units – 6.0 units.....	\$8,880.00
6.1 or more units.....	\$8,880.00

\* Does not include joint doctoral students.

Tuition and fees above include a Student Body Association Fee of \$35.00, a Student Union Fee of \$237.00, a Health Facilities Fee of \$25.00, an Instructionally Related Activities Fee of \$184.00, a Health Services Fee of \$150.00, a Library Use Fee of \$25.00, a Student Success Fee of \$150.00, and a Basic Tuition Fee of either \$1,587.00 or \$2,736.00 for undergraduate students, \$1,953.00 or \$3,369.00 for graduate students, \$1,842.00 or \$3,174.00 for teaching credential candidates, or \$5,559.00 for education doctoral students, \$7,170 for nursing doctoral students, or \$8,074.00 for physical therapy doctoral students, depending on unit load.

Imperial Valley Campus students pay a Student Body Association Fee of \$65.00, a Student Union Fee of \$24.00, a Health Facilities Fee of \$3.00, a Health Services Fee of \$10.00, and an Instructionally Related Activities Fee of \$15.00. Imperial Valley Campus students do not pay the Library Use Fee. See *Imperial Valley Campus Bulletin* for details.

The total fee paid per term will be determined by the number of units taken.

Mandatory systemwide fees are waived for those individuals who qualify for such exemption under the provisions of the *California Education Code*. See "Exemptions" in this section of the catalog.

Students are charged campus fees in addition to tuition fees and other systemwide fees.

**Optional Fees:** The CSU Board of Trustees adopted the Student Involvement and Representation Fee (SIRF), establishing a stable funding model for the California State Student Association (CSSA). The new funding model expands independence and builds capacity to engage students in advocacy and policy making. The funding model consists of a \$2 per-term fee assessed to each CSU student, on a voluntary basis, allowing the choice to opt-out each semester.

### PROFESSIONAL PROGRAM FEE

Graduate students in the College of Business must pay an additional \$254.00 per unit for all units taken as a requirement for graduation for the following degrees. This fee is in addition to basic tuition and fees and nonresident tuition.

- MBA Master of Business Administration
- MS Accountancy
- MS Business Administration
- MS Information Systems

A fee waiver is available for courses that are not used to meet degree requirements (excluding prerequisite courses). Contact the Graduate Business Programs Office, Education and Business Administration, Room 448, for details.

## Fees

### TUITION FOR NONRESIDENT STUDENTS (Foreign and Out-of-State)

Nonresident tuition is paid in addition to basic tuition and fees and other systemwide fees charged to all students. Tuition will be charged for all units attempted. The total nonresident tuition paid per term will be determined by the number of units taken.  
Per unit..... \$372.00

(Mandatory systemwide fees are waived for those individuals who qualify for such exemption under the provisions of the *California Education Code*. For fee-paying purposes, zero unit and half-unit courses are counted as one unit. See **Liability for Payment** section for additional important information.)

Health insurance (mandatory for foreign students)  
Per year, approximately .....\$700.00

### Cost of Living

San Diego State University establishes standard student budgets in coordination with the California State University system that meet federal requirements. Student budgets, updated annually to account for inflation are currently:

#### Costs of Attendance for the 2016-2017 Academic Year

	Living off Campus	Living on Campus	Commuting from Home
Basic tuition and fees.....	\$7,084	\$7,084	\$7,084
Books and supplies .....	1,818	1,818	1,818
Food and housing .....	12,050	14,812	4,231
Transportation .....	1,880	1,464	1,511
Miscellaneous/Personal .....	1,416	1,416	1,416
Total .....	\$24,248	\$26,594	\$16,060

The academic year basic tuition and fees for teacher credential students are \$7,960. Basic tuition and fees are \$8,350 for post-baccalaureate students, \$12,730 for education doctoral (Ed.D.) students, \$15,952 for nursing doctoral students, and \$17,760 for physical therapy doctoral students. Business students in selected degree programs pay an additional \$254 per unit (refer to the Professional Program Fee information). Nonresident tuition is an additional \$372 per unit.

#### All fees and costs are subject to change without notice.

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the chancellor, or the presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (*California Education Code*, Sections 66028 - 66028.6).

Students will be liable for amounts that become due as a result of such change.

### PARKING FEES

Nonreserved parking space, per semester ..... \$165.00  
Less than four-wheeled, self-propelled vehicle  
(motorcycle, moped) ..... \$35.00  
Combined student/overnight parking surcharge,  
per semester ..... \$261.00

Section 42201 of Title 5, *California Code of Regulations*, provides for the waiver of campus parking fees for students with disabilities who have been issued a DMV placard or license plate, and who meet low income requirements. For further information regarding eligibility, contact the Student Disability Services Office (Calpulli Center, Room 3101). Additional parking information is available at <http://police.sdsu.edu/dps/parking.aspx>.

### MISCELLANEOUS FEES

(Fees payable when service is rendered.)

Application for admission or readmission (NONREFUNDABLE) .....	\$55.00
Athletic cheer team membership fee (fee range based on planned competitions and available resources) ....	\$500 to \$1,500
Athletic winter guard membership fee (fee range based on yearly travel plans) .....	\$600 to \$1,500
Counseling Diversion Program fee.....	\$100.00
Counseling Diversion Program fee (missed appointment) .....	\$30.00
Credential application fee* .....	\$55.00
Credential evaluation fee .....	\$25.00
Diploma replacement fee .....	\$12.00
Document copying fee (per page).....	\$1.00
Enrollment confirmation deposit (NONREFUNDABLE) .....	\$400.00
Fingerprinting fee (live scan) plus applicable DOJ and FBI fees.....	\$20.00
Graduation services fee .....	\$55.00
Interest inventory assessment fee .....	\$10.00
Internet reconnect fee (wired/wireless) .....	\$150.00
Late course forgiveness fee .....	\$20.00
Late fee (failure to meet administratively required appointment or time limit) .....	\$20.00
Late key fee .....	\$30.00
Late registration (NONREFUNDABLE).....	\$25.00
Latin diploma fee.....	\$22.00
Lock and locker fee (optional) .....	\$1.00
Loss of or damage to library materials Replacement cost plus service charge .....	\$8.00
Lost key fee (per key) (Late fee also charged when applicable) .....	\$50.00
Musical instrument and audio/visual equipment fee .....	\$20.00
Photo-identification card (one-time cost to new undergraduate and graduate students at time of registration (NONREFUNDABLE) .....	\$18.00
Photo-identification card replacement fee .....	\$20.00
Police report fee .....	\$10.00
Registration installment plan service charge (NONREFUNDABLE) .....	\$60.00
Resident affiliate program (RAP) fee .....	\$25.00
Returned payment fee ** .....	\$35.00
Teacher Education Credential Application processing/advising fee .....	\$25.00
Tow fee .....	\$150.00
Towel fee (optional) .....	\$4.00
Transcript of record, official (per transcript) .....	\$7.00
Official Transcript of Record - On Demand (per transcript) (\$20.00 for first transcript and \$5.00 for each additional on demand transcript printed at the same time.) .....	\$20.00
Tuition (Foreign and Out-of-State) installment plan service charge .....	Equal to 15% of each installment payment
Vehicle boot fee .....	\$150.00

\* Established by and payable to the California Commission on Teacher Credentialing.

\*\* Late fee also charged when applicable.

### MISCELLANEOUS INSTRUCTIONAL COURSE CHARGES

Optional and mandatory course charges are assessed for a number of courses and laboratories offered at SDSU.

A list of the courses and fee amounts can be found at <http://www.sdsu.edu/sas> under Money Matters. The courses are also footnoted in the *Class Schedule*.



## INSTALLMENT PLAN

**Basic Tuition and Fees.** An installment plan is available for students who wish to pay their basic tuition and fees in payments. There is a \$60.00 service charge for this service, paid at the time the initial payment is made. Additional information and instructions are available in the Money Matters section of the Student Account Services website.

**Tuition (Foreign and Out-of-State).** An installment plan is available for students who wish to pay their tuition in payments. There is a 15% service charge applied to each installment payment. Additional information and instructions are available on the Student Account Services website at <http://www.sdsu.edu/sas>.

## CREDIT CARDS

Student Account Services/Cashiers does not accept credit cards for payment of tuition and fees except as applicable under the terms of the Installment Plan. Visa and MasterCard debit cards may be used for payment of student fees. American Express, MasterCard, Visa, and Discover Card charge cards are accepted for other payments, such as housing, parking, health services, continuing education, installment payments, and miscellaneous over-the-counter payments. In cooperation with SDSU, CASHNet™SmartPay does afford students the choice to use a credit card (American Express, MasterCard, Discover Card and Diners Club Card) to pay tuition and fees. Refer to fees section on previous page. Most ATM cards are also accepted for payment of miscellaneous charges. Additional information is available from Student Account Services.

## LIABILITY FOR PAYMENT

Whether or not an invoice is received from the university, students are liable for payment of all tuition and fees related to **units held on or added after the close of business on the 12th day** following the commencement of instruction. Foreign and out-of-state students are also liable for tuition related to all **units held on or added after the close of business on the 12th day** following the commencement of instruction.

All continuing students participating in online registration must make tuition and fee payments by the deadline as instructed.

Nonresident (foreign and out-of-state) tuition must be paid prior to the first day of classes. Nonresident and foreign students must pay or sign up for the Tuition Installment Plan for a minimum of 12 units (9 units graduate) at the time of registration. Undergraduate foreign students wishing to pay fewer than 12 units and graduate students wishing to pay fewer than nine units must submit an approved Application for Reduced Course Load available through the International Student Center.

**IT IS THE STUDENT'S RESPONSIBILITY TO BE AWARE OF TOTAL TUITION AND FEES DUE.** Additional fees that may become due as a result of units added during the semester must be paid at Student Account Services/Cashiers at the time the units are added. Note fee schedule above. **LATE PAYMENTS FOR TUITION AND FEES ARE SUBJECT TO AN ADDITIONAL LATE FEE AND APPLICABLE SERVICE CHARGES.**

## DISHONORED CHECK

If your check (either paper or electronic) is returned or not accepted by the bank for ANY REASON, you will be billed for the \$35.00 dishonored payment charge and the \$20.00 late fee when applicable. Nonpayment of tuition or fees may result in cancellation of your registration and withholding of further services until all financial liabilities have been resolved.

The university reserves the right to refuse payment by personal check, eCheck, or credit card from those individuals who have previously had items returned unpaid by their bank.

## REFUND OF MANDATORY FEES

Regulations governing the refund of mandatory fees, including nonresident tuition, for students enrolling at the California State University are included in Section 41802 of Title 5, *California Code of Regulations*. For purposes of the refund policy, mandatory fees are defined as those systemwide and campus fees that are required to be paid in order to enroll in state-supported academic programs at the California State University. Refunds of fees and tuition charges for self-support, special session, and extended education programs or courses at the California State University are governed by a separate policy established by the university, available at <http://www.sdsu.edu/sas>.

In order to receive a full refund of mandatory fees, less an administrative charge established by the campus, including nonresident tuition, a student must cancel registration or drop all courses prior to the first day of instruction for the term. Information on procedures and deadlines for canceling registration and dropping classes is available at <http://www.sdsu.edu/registrar>.

For state-supported semesters, quarters, and non-standard terms or courses of four (4) weeks or more, a student who withdraws during the term in accordance with the university's established procedures or drops all courses prior to the campus-designated drop period will receive a refund of mandatory fees, including nonresident tuition, based on the portion of the term during which the student was enrolled. No student withdrawing after the 60 percent point in the term will be entitled to a refund of any mandatory fees or nonresident tuition.

A student who, within the campus designated drop period and in accordance with the campus procedures, drops units resulting in a lower tuition and/or mandatory fee obligation shall be entitled to a refund of applicable tuition and mandatory fees less an administrative charge established by the campus.

For state-supported non-standard terms or courses of less than four (4) weeks, no refunds of mandatory fees and nonresident tuition will be made unless a student cancels registration or drops all classes in accordance with the university's established procedures and deadlines, prior to the first day of instruction for state-supported non-standard terms or courses or prior to the first meeting for courses of less than four (4) weeks.

Students will also receive a refund of mandatory fees, including nonresident tuition, under the following circumstances:

- The fees were assessed or collected in error;
- The university cancelled the course for which the fees were assessed or collected;
- The university makes a delayed decision that the student was not eligible to enroll in the term for which mandatory fees were assessed and collected and the delayed decision was not due to incomplete or inaccurate information provided by the student; or
- The student was activated for compulsory military service.

Students who are not entitled to a refund as described above may petition the university for a refund demonstrating exceptional circumstances and the chief financial officer of the university or designee may authorize a refund if he or she determines that the fees and tuition were not earned by the university.

Information concerning any aspect of the refund of fees may be obtained from Student Account Services. Refunds may be applied against other amounts due to the university.

## RETURN TO TITLE IV FINANCIAL AID REQUIREMENTS

The following policy is required by the Higher Education Amendments of 1998 (Public Law 105-244, enacted October 7, 1998).

When a student who has received Title IV financial aid withdraws, or otherwise fails to complete a period of enrollment for which he or she was charged, the institution is required to determine if unearned aid must be returned to the federal accounts. Calculations will be based on the withdrawal date and the percentage of the period of enrollment completed. If Title IV funds have been disbursed during the enrollment period, aid will first be returned by the institution to the programs in the order listed below as required by law and determined by the university. If funds have been disbursed directly to the student, he or she may be required to repay any unearned aid. In some cases where eligibility for aid exceeds the amount disbursed, the regulations allow for a post-withdrawal disbursement. If eligible for a post-withdrawal disbursement, the university will notify you of the process required to receive the funds.

Title IV Financial Aid consists of the following programs:

- Unsubsidized William D. Ford Federal Direct Loan
- Subsidized William D. Ford Direct Loan
- Federal Perkins Loan
- William D. Ford Federal Direct PLUS Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Teach Grant

Examples of refund calculations are available upon request at Student Account Services.

**REFUND OF PARKING FEES**

**Refunds are not automatic.** This schedule of refunds refers to calendar days, commencing on the date of the term when instruction begins.

Nonreserved space per semester:

<i>Period</i>	<i>Amount of Refund</i>
First week of class .....	100 percent of fee
Second and third week .....	75 percent of fee
Fourth week through end of sixth week .....	50 percent of fee
Seventh week through tenth week .....	25 percent of fee
Eleventh week through end of term .....	None

Your parking permit must be turned in to Parking Services at the time you file your refund application. The amount of refund is rounded down to the nearest dollar. No refund is made for amounts of \$5.00 or less. Refunds may be applied against other amounts due to the university.

**LATE REGISTRATION FEE**

The Late Registration fee (\$25) pertains to those students who have not paid fees or registered for at least one course prior to the first day of classes. Newly admitted students **MAY** be exempted from this fee. The registration process is not complete until all fees due are paid and you are officially enrolled in classes through the Office of the Registrar.

**CANCELLATION OF REGISTRATION OR WITHDRAWAL FROM THE UNIVERSITY**

Students who find it necessary to cancel their registration or to withdraw from all classes after enrolling for any academic term **are required** to follow the university's official withdrawal procedures. Failure to follow formal university procedures may result in an obligation to pay fees as well as the assignment of failing grades in all courses and the need to apply for readmission before being permitted to enroll in another academic term. Information on canceling registration and withdrawal procedures is available from the Office of the Registrar.

Students who receive financial aid funds **must consult** with the Office of Financial Aid and Scholarships prior to withdrawing from the university regarding any required return or repayment of grant or loan assistance received for that academic term or payment period. Students who have received financial aid and withdraw from the institution during the academic term or payment period may need to return or repay some or all of the funds received, which may result in a debt owed to the institution.

**APPEALS PROCESS – STUDENT ACCOUNT SERVICES**

An appeals process exists for students who believe that individual circumstances warrant exceptions from published policy. Students should file a "Petition for Special Consideration" obtainable at Student Account Services. Petitions must be filed with Student Account Services **prior to the end of the 12th week of classes.**

Petitions for refunds outside the scope of published policy are approved only when applicants can demonstrate exceptional circumstances, and the chief financial officer or designee determines that the tuition and fees were not earned by the university.

**SUMMER SESSION FEES**

Refer to SDSU Summer Session *Class Schedule* for schedule of fees.

**COLLEGE OF EXTENDED STUDIES COURSE FEES**

Refer to College of Extended Studies Catalog for schedule of fees.

**EXEMPTIONS**

Students receiving vocational rehabilitation benefits (U.S. Code, Title 38, Chapter 31) or the eligible dependents of veterans with service-connected disability or death (*California Education Code*, Section 32320) will have eligible tuition and fees paid or waived under provisions of these respective programs. See *Class Schedule* for instructions regarding deadlines for submission of documents to Student Account Services/Cashiers.

Those students who are eligible dependents of veterans with service-connected disability or death (*California Education Code*, Section 32320) must apply to the Regional Office of the Department of Veterans Affairs for the fee waiver in the year they apply to SDSU and all subsequent years they attend. Fee waiver (and refund of fees

paid) will be approved for a prior academic year only if an application for certification of disabled status is pending with the United States Department of Veterans Affairs.

Further information regarding these programs is available in the Joan and Art Barron Veterans Center located in Student Services West. Call 619-594-5813 or visit <http://www.sdsu.edu/veterans> for more information.

**FEE WAIVERS AND EXEMPTIONS**

The *California Education Code* provides for the waiver of mandatory systemwide fees as follows:

**Section 66025.3** – Dependent eligible to receive assistance under Article 2 of Chapter 4 of Division 4 of the Military and Veterans Code; child of veteran of the United States military who has a service-connected disability, has been killed in service, or has died of a service-connected disability, and meets specified income provisions; dependent, or surviving spouse (who has not remarried) of a member of the California National Guard who, in the line of duty, and while in the active service of the state, was killed, died of a disability resulting from an event that occurred while in the active service of the state, or is permanently disabled as a result of an event that occurred while in the active service of the state; and undergraduate student who is a recipient of or child of a recipient of a Medal of Honor, under 27 years old, meets the income restriction and California residency requirement;

**Section 68120** – Qualifying children and surviving spouses/registered domestic partners of deceased public law enforcement or fire suppression employees who were California residents and who were killed in the course of active law enforcement or fire suppression duties (referred to as Alan Pattee Scholarships); and

**Section 68121** – Qualifying students enrolled in an undergraduate program who are the surviving dependent of any individual killed in the September 11, 2001 terrorist attacks on the World Trade Center in New York City, the Pentagon building in Washington, D.C., or the crash of United Airlines Flight 93 in southwestern Pennsylvania, if the student meets the financial need requirements set forth in Section 69432.7 for the Cal Grant A Program and either the surviving dependent or the individual killed in the attacks was a resident of California on September 11, 2001. Students who may qualify for these benefits should contact the Admissions/Registrar's Office for further information and/or an eligibility determination.

The *California Education Code* provides for the following nonresident tuition exemptions:

**Section 68075.7** – Nonresident students are exempt from paying nonresident tuition or any other fee that is exclusively applicable to nonresident students if they (1) reside in California, (2) meet the definition of "covered individual" as defined in subsection (c) of Section 3679 of Title 38 of the United States Code, as that provision read on July 1, 2015; and (3) are eligible for education benefits under either the federal Montgomery GI Bill-Active Duty program or the Post-9/11 GI Bill program.

**Section 68122** – Students who are victims of trafficking, domestic violence, and other serious crimes who have been granted T or U visa status are exempt from paying nonresident tuition if they (1) attended high school in California for three or more years; (2) graduated from a California high school or attained the equivalent; and (3) registered as an entering student or are currently enrolled at a CSU campus.

**Section 68130.5** – Students who are not residents of California are exempt from paying nonresident tuition if they (1) attended high school in California for three or more years; (2) graduated from a California high school or attained the equivalent; and (3) registered as an entering student or are currently enrolled at a CSU campus. In addition, students without lawful immigration status will be required to file an affidavit stating that they have filed an application to legalize their immigration status, or will file an application as soon as they are eligible to do so. This exemption from paying nonresident tuition does not apply to students who are nonimmigrant aliens within the meaning of 8 United States Code 1101(a)(15), except as provided by Section 68122 above.

Students who may qualify for these benefits should contact the Office of the Registrar for further information and/or an eligibility determination.

**OVER 60 FEE WAIVER PROGRAM**

San Diego State University offers a fee waiver program for California residents 60 years of age and older. Both undergraduate and post-baccalaureate students may participate in the program. The program waives the \$55 admission application fee and regular registration fees (except for a nominal fee). Participants must apply for admission during the regular application filing period and be admitted under regular admission requirements. Participants register for classes on a space-available basis after regularly matriculated students have completed registration. For additional information, contact the Office of Admissions.

**PROCEDURE FOR THE ESTABLISHMENT OR ABOLISHMENT OF CAMPUS-BASED MANDATORY FEES**

The law governing the California State University provides that specific campus fees defined as mandatory, such as a student body association fee and a student body center fee may be established. A student body association fee must be established upon a favorable vote of two-thirds of the students voting in an election held for this purpose (*California Education Code*, Section 89300). The university president may adjust the student body association fee only after the fee adjustment has been approved by a majority of students voting in a referendum established for that purpose. The required fee shall be subject to referendum at any time upon the presentation of a petition to the university president containing the signatures of 10 percent of the regularly enrolled students at the university. Student body association fees support a variety of cultural and recreational programs, childcare centers, and special student support programs. A student body center fee may be established only after a fee referendum is held which approves by a two-thirds favorable vote the establishment of the fee (*California Education Code*, Section 89304). Once bonds are issued, authority to set and adjust student body center fees is governed by provisions of the State University Revenue Bond Act of 1947, including, but not limited to, *California Education Code* sections 90012, 90027, and 90068.

The process to establish and adjust other campus-based mandatory fees requires consideration by the campus fee advisory committee and a student referendum as established by CSU Executive Order 1102, Section III. The university president may use alternate consultation mechanisms if he/she determines that a referendum is not the best mechanism to achieve appropriate and meaningful consultation. Results of the referendum and the fee committee review are advisory to the university president. The president may adjust campus-based mandatory fees, but must request the chancellor to establish a new mandatory fee. The president shall provide to the campus fee advisory committee a report of all campus-based mandatory fees. The campus shall report annually to the chancellor a complete inventory of all campus-based mandatory fees.

For more information or questions, contact the Budget Office in the CSU Chancellor's Office at 562-951-4560.

**FEES AND DEBTS OWED TO THE INSTITUTION**

Should a student or former student fail to pay a fee or a debt owed to the institution, the institution may "withhold permission to register, to use facilities for which a fee is authorized to be charged, to receive services, materials, food or merchandise, or any combination of the above from any person owing a debt" until the debt is paid (see Title 5, *California Code of Regulations*, Sections 42380 and 42381).

Prospective students who register for courses offered by the university are obligated for the payment of fees associated with registration for those courses. Failure to cancel registration in any course for an academic term prior to the first day of the academic term gives rise to an obligation to pay student fees including any tuition for the reservation of space in the course.

The institution may withhold permission to register or to receive official transcripts of grades or other services offered by the institution from anyone owing fees or another debt to the institution. The institution may also report the debt to a credit bureau, offset the amount due against any future state tax refunds due the student, refer the debt to an outside collection agency and/or charge the student actual and reasonable collection costs, including reasonable attorney fees if litigation is necessary, in collecting any amount not paid when due.

If a person believes he or she does not owe all or part of an asserted unpaid obligation, that person may contact Student Account Services. Student Account Services, or another office on campus to which Student Account Services may refer the person, will review all pertinent information provided by the person and available to the campus and will advise the person of its conclusions.

# Financial Aid and Scholarships

## Financial Aid

Student financial aid programs are intended to provide assistance to students who do not have the necessary financial resources to meet their educational costs. Most students qualify for some type of assistance. Only United States citizens and eligible noncitizens can receive federal financial aid. For resources that recognize academic achievement, refer to the following information on scholarships.

Information about all state, federal, and institutional aid programs is available from the Office of Financial Aid and Scholarships, Student Services West, Room 3605, 619-594-6323. Information about the available programs as well as the academic standards that a student must maintain to remain eligible for such aid can be accessed at <http://www.sdsu.edu/financialaid>.

### Applying for Aid

Applicants who want to be considered for all types of state and federal financial aid should apply as soon after January 1 as possible by completing a *Free Application for Federal Student Aid (FAFSA)*. For California Dream Act-eligible students, complete the California Dream Act application to be considered for state grants. Since new California grant program applicants must apply by March 2, we strongly encourage all applicants to apply by this date.

The FAFSA is all you need to begin the application process. You may apply by using FAFSA on the Web at <http://www.fafsa.ed.gov>. For California Dream Act-eligible students, complete the California Dream Act application at <https://dream.csac.ca.gov/>.

Applications are reviewed and aid awarded throughout the year based on available funding. To receive first priority evaluation of your eligibility for all financial aid programs, complete the FAFSA by March 2 and, by April 1, submit all financial aid documents requested. An application and documents submitted after these dates will receive second priority evaluation and aid awarded based on available funding at the time.

### Cost of Living

San Diego State University establishes standard student budgets in coordination with the California State University system that meet federal requirements. Student budgets, updated annually to account for inflation are currently:

#### Costs of Attendance for the 2016-2017 Academic Year

	Living off Campus	Living on Campus	Commuting from Home
Basic tuition and fees .....	\$7,084	\$7,084	\$7,084
Books and supplies .....	1,818	1,818	1,818
Food and housing .....	12,050	14,812	4,231
Transportation .....	1,880	1,464	1,511
Miscellaneous/Personal .....	1,416	1,416	1,416
Total .....	\$24,248	\$26,594	\$16,060

The academic year basic tuition and fees for teacher credential students are \$7,960. Basic tuition and fees are \$8,350 for post-baccalaureate students, \$12,730 for education doctoral (Ed.D.) students, \$15,952 for nursing doctoral students, and \$17,760 for physical therapy doctoral students. Business students in selected degree programs pay an additional \$254 per unit (refer to the Professional Program Fee information). Nonresident tuition is an additional \$372 per unit.

#### All fees and costs are subject to change without notice.

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the chancellor, or the presidents, as appropriate. Changes in mandatory

systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (*California Education Code* Sections 66028 - 66028.6).

Students will be liable for amounts that become due as a result of such change.

For updated information regarding the fee structure for 2016-2017, refer to the online *Class Schedule* or Student Account Services website at <http://www.sdsu.edu/sas>.

### Refund Policy

Information concerning the refund policy of San Diego State University for the return of unearned tuition and fees or other refundable portions of institutional charges is available from the Student Account Services, Student Services West, Room 2536, 619-594-5253.

Information concerning San Diego State University policies regarding the return of unearned aid to the federal Title IV student assistance programs is available from the Office of Financial Aid and Scholarships, Student Services West, Room 3605, 619-594-6323.

### E-mail and the Internet

The SDSU Office of Financial Aid and Scholarships uses e-mail and the Internet to communicate with aid applicants about documentation needed, disbursement holds, and awards. Go to the SDSU WebPortal at <http://www.sdsu.edu/portal> and select E-mail/Address Update to make sure there is a valid e-mail address on record for you. The Office of Financial Aid and Scholarships home page and secure website, *AidLink*, have been enhanced to streamline the application and award process for SDSU students. Use *AidLink* at <http://www.sdsu.edu/financialaid> to view your personal financial aid information, download and print documents you need to submit, activate your student loan, and more.

## Scholarships

San Diego State University awards scholarships to students to recognize and encourage individual talents, academic achievement, leadership skills, and the determination to succeed in spite of significant hardships. Scholarships are also awarded to students to support participation in SDSU approved study abroad programs, community service programs, and faculty approved conference attendance that is part of a student's SDSU curriculum. All students, regardless of grade point average, area of study, citizenship, or residency status are encouraged to apply for as many scholarships as possible.

Application materials and eligibility information can be accessed on the SDSU Office of Financial Aid and Scholarships website at <http://www.sdsu.edu/financialaid>. Deadlines vary and new scholarship opportunities are added to the website throughout the year. Students should check the website regularly to learn about continuing and upcoming scholarship opportunities, application and essay writing tips, and more.

The Office of Financial Aid and Scholarships coordinates the SDSU scholarship application and awarding process with the committees from the various departments and organizations responsible for selecting recipients. Scholarship funds are provided by private donors, corporations, professional associations, and SDSU alumni. In addition to SDSU scholarships, the Marshall, Fulbright, Rhodes, and Rotary Scholarships are prestigious international scholarships that are given annually to students pursuing educational goals outside the United States. Eligibility and application information is available on the Office of Financial Aid and Scholarships website at <http://www.sdsu.edu/financialaid>.

## Other Scholarship Resources and Links

The Office of Financial Aid and Scholarships website also lists resources and links to outside scholarship information and free scholarship search websites.

## Fellowships Administered by Departments

Students may receive fellowships or traineeships through the various departments on campus. Federal, state, and private industry programs of this nature are largely directed to students pursuing graduate studies or to students preparing for a specialized occupation. Students who have decided on a particular area of study should check with an adviser in the department of their major to determine what fellowship support might be available to them.

# Student Services

## Division of Student Affairs

The Division of Student Affairs is a student-centered partner in the SDSU learning community. Education is enhanced, both inside and outside of the classroom, through high-impact programs, and services that advance student learning, development, and success.

The division facilitates the academic success, personal growth, and well-being of all students. Student Affairs transitions and connects students to the university and to their future, building communities that foster progress toward degree completion, and lifelong Aztec affinity.

The Division of Student Affairs consists of:

- Assessment and Research
- Career Services
- Center for Intercultural Relations
- Compact for Success and Collaborative Programs
- Counseling & Psychological Services
- Educational Opportunity Programs/Ethnic Affairs (EOP)
- Financial Aid and Scholarships
- Health Promotion
- International Student Center/SDSU Study Abroad
- New Student and Parent Programs
- Ombudsman
- Residential Education
- Student Disability Services
- Student Health Services
- Student Life & Leadership
- Student Rights and Responsibilities
- Testing Services

## Career Services

**Student Services East, Room 1200**

**619-594-6851**

<http://career.sdsu.edu>

Career Services is the central campus resource for career development and employment opportunities. The center provides a full range of programming, resources, and opportunities that support student success. Primary services and resources include the following:

### Career Counseling

Career counselors guide students on topics that range from choosing a major, to locating and applying for internships, to finding summer jobs and full-time employment. Career counselors work with students to assess their professional strengths, to develop skills such as resume writing and job interviewing, and to connect students to professional communities. They also work with students to manage the use of ever-expanding online resources and social media.

### Aztec Career Connection

Students develop successful careers by having an online presence. Career Services provides SDSU students with Aztec Career Connection, the SDSU online portal for identifying and pursuing employment opportunities. Aztec Career Connection can be found by visiting the Career Services homepage at <http://career.sdsu.edu>. This robust resource lists many jobs, internships, and on-campus interviewing opportunities. It also provides outstanding online resources for career development. These exclusive online resources include:

- TypeFocus – career assessment and planning;
- Perfect Interview – practice interviewing;
- Going Global – a resource for working abroad;
- Strong Interest Inventory – career assessment (fee-based).

To register on Aztec Career Connection, students use their SDSU RedID number as their username and password to create an account.

### Internships, Mentorships, and Employment Opportunities

Career Services serves as the central campus resource for employment opportunities, internships, and mentorships. The center partners with academic areas, the CSU system, and employers to provide internships, mentoring opportunities, part-time jobs, and summer employment. It also manages a centralized resource of full-time jobs, and volunteer opportunities. The center hosts employer information sessions, networking events and professional workshops where students can learn about an array of industries and occupations while interacting directly with recruiters.

### Career Fairs and On-Campus Interviews

Career Services provides career fairs throughout each academic year. These fairs range in size and scope. Students can visit Aztec Career Connection for a schedule of events. In addition to career fairs, Career Services brings employers to campus throughout the year to conduct on-campus interviews. On-campus interviews provide a unique opportunity for SDSU students to meet employers on campus at Career Services and interview for full-time and internship opportunities. On-campus interviewing networking gives students a competitive advantage in their job searches.

### Career Resource Room

Career Services offers students a space in which to explore career options. In the Career Resource Room, computer stations provide access to assessments, Aztec Career Connection and software for developing resumes and other professional correspondence. This room also holds numerous print publications on career topics such as what jobs are available to students with a variety of majors, how to develop a resume, how to prepare for and seek employment in any number of specific industries, and what options exist for graduate and professional schools. Reading and working spaces allow students to use many resources and interact with student assistants and peer advisers in the center.

### Campus Connections

Career Services leverages campus contacts to empower students and strengthen the SDSU community. Career Services partners with on-campus areas, such as academic internship coordinators, college faculty, Residential Education, Student Disability Services, Student Life and Leadership, Academic Advising, Associated Students, and the Alumni Association. WorkAbility IV is an award-winning partnership with Student Disability Services and the State Department of Rehabilitation. This service provides career-focused support to qualified students. Visit Career Services or Student Disability Services to learn more.

### Career Placement

Career Services may furnish, upon request, information about the employment of students who graduate from programs or courses of study preparing students for a particular career field. Any such data provided must be in a form that does not allow for the identification of any individual student. This information includes data concerning the average starting salary and the percentage of previously enrolled students who obtained employment. The information may include data collected from either graduates of the campus or graduates of all campuses in the California State University system.

### Visit the Career Center

Career Services is open 8 a.m. to 4:30 p.m., Monday through Friday. Students can call or stop by to schedule individual appointments with career counselors. Fast-15 walk-in appointments are held daily. Visit the center's website for current schedule information. SDSU alumni are offered services for a fee. For more information, please contact Career Services.

## Center for Intercultural Relations

**Conrad Prebys Aztec Student Union, Room 250**

**619-594-7057**

<http://studentaffairs.sdsu.edu/intercultural>

The Center for Intercultural Relations researches, designs, and implements unique programs that promote the appreciation of cultural diversity and fosters intercultural and cross-cultural understanding.

The center provides programs and services that support the academic mission of the university by enhancing the educational, personal, cultural, and social development of students. Intercultural Relations strives to build positive advocacy and collaborative relationships with the general student body with special emphasis towards underrepresented student populations.

Programs and services expand students' cultural horizons and honor their respective cultural experiences. Intercultural Relations works in conjunction with university colleges and departments to conduct programs related to recruitment, orientation, retention, and graduation of students. The center also offers programs and workshops on academic, personal, professional, and cultural development, all of which support student success at SDSU.

### Compact for Success and Collaborative Programs

Student Services East, Room 2109

619-594-3685

<http://compactforsuccess.sdsu.edu>

San Diego State University partners with the Sweetwater Union High School District (SUHSD) to promote a program that brings educational opportunities to Sweetwater graduates.

The partnership involves SUHSD teachers working side-by-side with SDSU faculty to examine the rigor and alignment of English and mathematics course offerings and designs a school curriculum that meets specific requirements for college admissions.

Students participating in the Compact for Success program focus on meeting five benchmarks. These students would be guaranteed admission to SDSU.

The Compact for Success officially launched in 2000, with the first group of seventh grade students enrolled in the program. In fall 2006, 203 of these students began their freshman year at SDSU. Today, the nationally recognized, award-winning program has increased Sweetwater's college-going population by 120 percent.

The primary elements of the program are to:

- Institute academic rigor in the secondary schools that will better prepare students to be college-ready;
- Provide guaranteed admission to SDSU upon successful completion of the required benchmarks;
- Provide support to Compact Scholars and other SUHSD students so they can be successful at SDSU;
- Provide financial aid to Compact Scholars who are eligible.

The Compact for Success shows students the path they need to follow to attend a college or university and to provide the support necessary to assure success at SDSU.

### Counseling & Psychological Services (C&PS)

Calpulli Center, Room 4401

619-594-5220

<http://studentaffairs.sdsu.edu/cps/>

Counseling & Psychological Services (C&PS) provides a variety of services to enrolled SDSU students. Students interested in services should call to consult with a therapist.

The Center for Well-Being offers resources designed to help students help themselves. Several stations are set up to promote health and personal growth, including a biofeedback station, hands-on activities that promote relaxation and stress reduction, pamphlets, and books. The alpha chamber egg chair provides an environment where students experience deep relaxation.

Individual counseling services are designed for students who can benefit from short-term therapy. Often, a few individual meetings with a therapist can help better identify, understand, and resolve emotional barriers that may be interfering with personal well-being and academic success. These confidential services are covered by the health fee. If a student's situation requires ongoing treatment, referrals can be made to off-campus resources.

C&PS groups and workshops address issues common to most university students. As appropriate, students are encouraged to participate in these interactive and dynamic forums:

- Alcoholics Anonymous
- Grief and Loss
- Managing Anxiety
- Mindfulness Meditation
- Stress Management
- TLC (Transfer Students, Students Living Off Campus, and Commuter Students Support Group)

Telephone consultation services are also provided. If a student has a personal concern, or is concerned about a friend, a therapist will talk directly with the student by telephone for a brief consultation. This conversation allows the therapist to hear concerns and help identify the best way to help. Faculty and staff may also avail themselves of this service when concerned about a student. Therapists are generally available for consultation during business hours from 9 a.m. to 4 p.m., with the exception of the noon hour. Referrals to San Diego's free 24-hour counseling access line at 1-800-479-3339 are also provided.

Crisis intervention services are available at C&PS for students who are in need of immediate assistance because of a severe emotional crisis that may be life threatening or otherwise require immediate

attention. Examples of urgent situations may include: thinking about suicide, a recent victim of assault, grieving the recent death of a friend or family member.

Other services available at C&PS include:

- ASPIRE – individualized program designed for students to deal with substance use;
- Biofeedback for stress reduction;
- Bounce Back – course designed to help students on academic probation;
- Groups and workshops – COPE, Mindfulness Meditation, Living with Loss, Successful Community;
- Online resources – intervention and assessment tools for alcohol and other substance use, anxiety, depression, disordered eating, relationships, stress, and trauma.

### Educational Opportunity Program/ Ethnic Affairs (EOP)

Student Services East, Room 2109

(619) 594-6298

E-mail: [eop-sdsu@mail.sdsu.edu](mailto:eop-sdsu@mail.sdsu.edu)

<http://eop.sdsu.edu>

The Educational Opportunity Program/Ethnic Affairs (EOP) is an undergraduate program designed to admit, retain, and graduate historically low income and first generation college students. Eligible first time freshman and transfer students must be California residents and can only be admitted into the program prior to their first semester of attendance at SDSU. The program provides support to students who have the interest and motivation to obtain a college education, but who have not been able to realize their full potential due to economic or educational factors.

Support services are provided throughout the students' undergraduate studies and are designed to ensure academic success. Comprehensive student services provided include outreach and recruitment; preadmission counseling; transitional programs (Summer Bridge and Transfer Bridge); academic advising; probation and disqualification counseling; career guidance; individual tutoring; writing and mathematics laboratories; academic skills and personal development workshops; mentoring; intensive support for former foster and homeless youth; transitional support classes; and an EOP grant. EOP advocates for multi- and cross-cultural activities to enhance the campus climate and increase the awareness of diversity on the campus.

EOP is a program in high demand with a limited number of admission spaces. Applicants who submit all required documents by the established deadlines will be reviewed based on their admission status and eligibility to our program. To apply to EOP, check the appropriate box on the CSU application on CSUMentor, and complete the online EOP application. You may check the EOP website for updated information on all of our programs.

### Housing Administration and Residential Education

6050 Montezuma Road

619-594-5742

<http://www.sdsu.edu/housing>

The Office of Housing Administration (OHA) and the Residential Education Office (REO) at SDSU are committed to fulfilling the university's mission of "educating the whole person" by offering students a living environment conducive to academic and personal success. According to research findings of the American Council on Student Services and research at SDSU, students who live on campus have a better chance of succeeding in college. To suit the varying needs of a diverse and dynamic student population, a variety of living environments are offered convenient to campus facilities. An active residential student government provides residents a chance to gain leadership experience and become involved with their on-campus community.

#### Residence Halls

First-time freshmen that graduate from high schools outside the SDSU service-area are required to live in on-campus housing their first year at SDSU. In addition, the university recommends you live in a traditional residence hall your freshman year, a suite-style facility during your sophomore year, and in an on-campus apartment for your junior and senior years.

As a first year student, being an active member in your community and an academically focused student will make your transition to college smoother. The university recommends freshmen live in an academically focused Residential Learning Community (RLC). With approximately one out of every four beds in a Residential Learning Community, each RLC is designed around a major or theme. The combination of classes is designed to fit into the student's Major Academic Plan (MAP). Current learning communities include: Adventures in Surfing and Sustainability, Business Journey into Entrepreneurship, Discover San Diego, Emerging Leaders Program, Future Education Professionals, Health and Healing Professions, Honors Residential College, Journalism and Media Studies, Language Village, Men Engaging in Technology and Science, Physical Fitness (P-Fit P-Act), Pre-Law, Pride House, ROTC, Social Activism and Global Environments (SAGE), Toltec House for Undeclared Majors, Women in Science and Engineering, and Visual and Performing Arts (these communities may vary from year to year so check the university website for updates).

First year students can indicate their preference of Residential Learning Community (RLC), room-type, roommate, and whether they want to live in a facility that is open over the academic break periods. Most residential facilities offer triple or double occupancy accommodations for single students. Single and quad rooms are very limited in a few facilities.

Applicants are encouraged to request an on-campus housing license agreement once they have applied for admission to SDSU and have received their SDSU RedID number. Students can do this by going to the "Admission Status" section of their WebPortal account and indicating their interest in on-campus housing. The license agreement includes a meal plan, except for continuing SDSU and transfer students residing in transfer and upper division communities.

#### Transfer and Upper Division Communities

Transfer students and other non-first year students can enjoy a program and facilities designed for a little more independence.

If you are looking for housing options while you attend SDSU, you will find information and assistance at the Office of Housing Administration (OHA). Visit <http://www.sdsu.edu/housing> for a description of the various housing options and more information on the housing application process.

Which Residential Learning Community (RLC) is right for you? Visit our selection website designed for freshman students, <http://housing.sdsu.edu/housing/rlc-finder.aspx>.

## International Student Center (ISC)

**International Student Center**  
619-594-1982  
<http://www.sdsu.edu/isc>

The International Student Center (ISC) advances San Diego State University as a global university by serving as the crossroads for international students seeking educational opportunities at SDSU, and for SDSU students seeking educational opportunities in other countries. The ISC offers a full range of programs and services to a variety of communities on and off campus in an effort to foster student success, global perspectives, intercultural awareness, and international goodwill.

#### International Students

Working closely with more than 2,200 international students from more than 95 countries spanning the globe, the ISC provides support services that meet the logistical, regulatory, cultural, academic, and personal development needs unique to SDSU's most diverse student community.

The International Student Center coordinates a variety of activities designed to foster intercultural goodwill, understanding, and friendship. One such activity is provided by the Intercultural Ambassadors Program through which selected international students make home-country presentations in San Diego schools. In addition, the ISC invites faculty, staff, and the community to participate in the many events listed in the ISC calendar of intercultural activities. These include the Global Aztec Alliance, International Coffee Hours, international film festivals, International Peace Village, International Student Association, and intercultural workshops.

#### Study Abroad Programs

The International Student Center (ISC) provides services to all students who want to study abroad as part of their educational experience at SDSU. The SDSU Study Abroad office in the ISC serves as a study abroad resource center and acts as a window to the world for students beginning the study abroad journey. When students have questions about how to study abroad, what opportunities are available, or how to prepare for their time abroad, the ISC becomes their one-stop shop. In addition, the ISC:

- Administers SDSU's reciprocal student exchange programs, providing various support services for participants in more than 110 agreements SDSU has signed with institutions around the world;
- Serves as SDSU's liaison with the CSU International Programs Office (see the CSU International Programs listing) that offers CSU students the traditional year of study abroad experience and coordinates all promotion, recruitment, selection, processing, and orientation for the participants from SDSU;
- Assists, in coordination with SDSU's Risk Management Program, with ensuring all SDSU students who study or travel in other countries are adequately insured and prepared for maintaining optimal health and safety abroad, and for planning how to respond to a wide range of possible emergencies;
- Plays a central role in SDSU's efforts to dramatically increase study abroad enrollment. The number of SDSU students studying abroad has increased more than 900 percent (from 167 to more than 2,100 students), ranking the university as 15th in the national overall for the number of students studying abroad (source: IIE 2015).

For more information about SDSU Study Abroad programs, contact the SDSU Study Abroad office at 619-594-2475.

#### The California State University International Programs

Developing intercultural communication skills and international understanding among its students is a vital mission of The California State University (CSU). Since its inception in 1963, the CSU International Programs has contributed to this effort by providing qualified students an affordable opportunity to continue their studies abroad for a full academic year. More than 20,000 CSU students have taken advantage of this unique study option.

International Programs participants earn resident academic credit at their CSU campuses while they pursue full-time study at a host university or special study center abroad. The CSU International Programs serves the needs of students in over 100 designated academic majors. Affiliated with more than 50 recognized universities and institutions of higher education in 18 countries, the International Programs also offers a wide selection of study abroad destinations and learning environments.

**Australia.** Griffith University, Macquarie University, Queensland University of Technology, University of Queensland, Western Sydney University, Victoria University

**Canada.** Concordia University

**Chile.** Pontificia Universidad Católica de Chile

**China.** Peking University (Beijing)

**Denmark.** Danish Institute for Study Abroad

**France.** Institut Catholique de Paris, Université d'Aix-Marseille (Aix-en-Provence), Universités de Paris I, III, IV, VI, VII, VIII, X, XI, XII, XIII, Université Paris-Est Marne-la-Vallée, Université d'Evry Val d'Essonne, Université de Versailles Saint-Quentin-en-Yvelines

**Germany.** University of Tübingen and a number of institutions of higher education in the Federal state of Baden-Württemberg

**Ghana.** University of Ghana

**Israel.** University of Haifa

**Italy.** CSU Florence Study Center, Accademia di Belle Arti Firenze

**Japan.** Waseda University, University of Tsukuba

**Korea.** Yonsei University

**Mexico.** Instituto Tecnológico y de Estudios Superiores de Monterrey, Campus Querétaro

**South Africa.** Nelson Mandela Metropolitan University

**Spain.** Universidad Complutense de Madrid, Universidad de Granada, Universidad de Jaén

**Sweden.** Uppsala University

**Taiwan.** National Taiwan University

**United Kingdom.** University of Bradford, University of Bristol, University of Hull, Kingston University, Swansea University

## Student Services

---

Students participating in International Programs pay CSU tuition and program fees, and are responsible for airfare, accommodations, meals, and other personal expenses. Financial aid, with the exception of Federal Work-Study, is available to qualified students and limited scholarship opportunities are also available. Most International Programs require students to have upper-division standing at a CSU campus by the time of departure; several programs are open to sophomores or graduate students. California community college transfer students admitted to a CSU campus are eligible to apply (to select programs) directly from their community colleges. Students must possess a current cumulative grade point average of 2.75 or 3.0, depending on the program, and must fulfill all coursework prerequisites. Additional program information and application instructions can be found on our website at <http://www.calstate.edu/ip>.

### New Student and Parent Programs

**Student Services West, Room 1602**

**619-594-1509**

**Parent Hotline: 619-594-1653**

**<http://studentaffairs.sdsu.edu/nspp>**

The Office of New Student and Parent Programs provides undergraduate students and parents with the preparation, information, and support necessary for student success as they enter the university community. As a department within the Division of Student Affairs, our programs and services assist students and parents in understanding the goals and expectations of them in this dynamic university community. The academic and personal growth of SDSU students is enhanced through a partnership between parents and the university. We believe that parents are valuable partners in the education of their students.

Research has shown that students who make a connection early in their college career, who are given proper tools to navigate the university, and who have involved parents, are more likely to be academically successful, and have a better all-around college experience.

We support new SDSU students in the achievement of their academic goals and enrich their university experience through quality programs in preparation for their academic journey. We provide programs and services to parents of SDSU students through our Aztec Parent Programs. Our new student and parent programs and services include: New Student Orientation, New Student and Family Convocation, Welcome Week, Campus Tours, the SDSU Ambassadors, the Aztec Parents Association, *News for Aztec Parents* magazine, a parent liaison, and Family Weekend.

#### New Student Orientation

The office coordinates all orientation programs for newly admitted undergraduate students and their parents. All incoming freshmen and transfer students are expected to attend New Student Orientation. At orientation, students receive academic advising and assistance in selecting their courses. They learn what it means to be a member of the SDSU community and how to get involved. The separate but concurrent Parent Orientation helps parents of new students understand policies, graduation requirements, and issues facing college students today.

#### New Student and Family Convocation

Convocation is a ceremony to honor a new beginning. Held shortly before classes begin each fall, it is a time to officially welcome all new students and their families to our university community. Each year, thousands of new students and their families mark the important transition of attending SDSU by attending this ceremonial event.

#### Welcome Week

Welcome Week is a special tradition at SDSU. It is filled with fun and informative events for all students – new freshmen and transfer students; commuter students and those living on campus; and returning students. Welcome Week is considered a “must” for students who want to really know SDSU and its resources. Welcome Week features interactive activities, entertainment, college tips and special events for students to enjoy, and is held at the beginning of each fall semester.

#### The SDSU Ambassadors

The SDSU Ambassadors are the official student representatives, tour guides, and orientation leaders of San Diego State University. The Ambassadors are carefully selected and trained in order to represent SDSU at new student orientation programs and at campus and community events. To find out how to become an Ambassador please contact the Ambassadors at 619-594-6868 or via e-mail at [ambassad@mail.sdsu.edu](mailto:ambassad@mail.sdsu.edu).

#### The Aztec Parents Association

SDSU values parents as partners. The better informed parents are about SDSU, the better resource and coach they can be for their students. The Aztec Parents Association encourages parents to stay involved in their student's education and support programs and services for SDSU students. The Aztec Parents Association is the parent's personal connection to SDSU. The following programs and services are provided to the parents of SDSU students:

- On-campus liaison, giving parents a direct connection to the university when they have a question or need assistance.
- *News for Aztec Parents* magazine for parents and families of SDSU students, mailed directly to their homes twice a year.
- E-mail communication regarding important university information.
- Parent Orientation – Parent Orientation runs concurrently with New Student Orientation in the summer. Parent Orientation will educate parents on SDSU's programs and services and how to contribute to the personal development and academic success of students.
- Family Weekend – Each fall, the Aztec Parents Association sponsors Family Weekend. Family Weekend is a time to celebrate family, friends, and SDSU! Invite your parents to join you and other students and parents to experience college life, Aztec football, and more!
- Aztec Parents Fund – The goal of Aztec Parents Fund is to enhance programs and services that directly benefit students, such as safety, wellness, leadership, and much more.
- Special campus and travel discounts.

#### Ombudsman

**Student Services East, Room 1105**

**619-594-6578**

**<http://studentaffairs.sdsu.edu/ombuds>**

Becoming a student at SDSU also means becoming a member of a special community that includes students, faculty, staff, and administrators. As a member of this community, students are responsible for knowing and complying with established rules and regulations.

The ombudsman is an independent and impartial agent who helps individuals and groups seeking the resolution and correction of complaints. The ombudsman acts as a liaison between students and the university, assisting students through formal grievance procedures and functioning to mediate and reinforce other means of redress when possible. This office does not supplant existing avenues of redress. It exists to encourage appropriate and timely access to those existing processes that may best resolve the problem.

Examples of student complaints that have been resolved through this process include disputes over grades, faculty or staff conduct, academic disputes, appeals or waivers, administrative policies, and institutional compliance with federal and state nondiscrimination laws. Should a complaint not be resolved at the referral level, the ombudsman may act as a mediator and suggest compromise solutions between parties. If the problem is still unresolved, the student may file a grievance with the student grievance committee. No student grievance can be filed with this committee later than the last day of the semester (excluding summer term) after the semester during which the student was allegedly aggrieved.



## Student Disability Services (SDS)

Calpulli Center, Room 3101  
619-594-6473

<http://studentaffairs.sdsu.edu/sds>

Student Disability Services provides support services for students with mobility limitations, learning disabilities, hearing or visual impairments, psychological disabilities, attention deficit disorder, and other disabilities. Counselors are available to assist students in making personal, academic, and vocational choices, and to advise how best to utilize campus resources. Prior to receiving assistance, students must furnish appropriate medical or psycho-educational documentation to Student Disability Services.

Services available to SDS students include an assistive computer technology laboratory in Love Library, Room 205, where students may use standard or assistive computer technology and may receive tutoring for their writing. Other services available when appropriate include priority registration for students demonstrated need; transportation on campus; accessibility information; provision of instructional materials in accessible formats; sign language interpreters or real-time captioning for deaf students; accommodated testing equipment loans (assistive listening devices, communication devices, wheelchairs, etc.); tutoring and note taking services, for mobility orientation, financial benefits, and other services.

In addition, SDS partners with Career Services and the state Department of Rehabilitation to offer enhanced career and employment services to students who are DOR clients through the Workability IV program. SDS is also the recipient of a federal Student Support Services grant to serve at-risk undergraduates with enhanced academic support services to increase retention and graduation rates among students with disabilities.

## Student Health Services

Calpulli Center  
619-594-4325  
<http://shs.sdsu.edu>

All regularly enrolled SDSU students have prepaid a health fee as part of their tuition and fees which entitles them to a wide range of basic medical services. Some services, including many laboratory tests such as Pap smears, immunizations, orthopedic appliances, and medications, require a minimal fee. Charges associated with these services are usually significantly lower than those found elsewhere. We accept California's Family PACT program designed to cover the costs of services to prevent unplanned pregnancies and protect the reproductive health of those who qualify.

Medical care is provided by board certified physicians, certified primary care nurse practitioners, licensed nurses, and other qualified personnel. Additional services offered at Student Health Services include a medical laboratory, an x-ray department, eye care, and dental services. The pharmacy dispenses prescriptions and sells over-the-counter items at cost. Low-cost consultations are available for osteopathic manipulative treatment, travel medicine, and orthopedics. Students are responsible for the cost of their healthcare whether received at Student Health Services or at an outside facility. Students are encouraged to purchase medical insurance coverage.

### REQUIRED: Proof of Immunity Against Measles and Rubella

All new or readmitted students born on or after January 1, 1957 must provide proof of immunity against measles and rubella (German measles) during their first semester at SDSU. The minimum requirement is proof of two immunizations for measles and rubella given after the first birthday and after 1968. Students whose enrollment services records indicate graduation from a California public high school may be exempt from this requirement.

Students may fulfill the immunization requirement by providing medical documentation as proof of immunization to Student Health Services. Positive laboratory evidence of measles and rubella immunity is also a way to prove immunization status. Students may also receive reduced cost immunization at Student Health Services. For more information, call 619-594-4325 or visit the Student Health Services website at <http://shs.sdsu.edu>.

**Important:** Students who have not complied with this CSU requirement prior to the registration deadline will **not** be able to register for classes their second semester until they provide proof of immunity or receive MMR immunization.

## Hepatitis B

All new students who are 18 years of age or younger at the start of their first term must provide proof of immunity against hepatitis B during their first semester at SDSU. Hepatitis B vaccination consists of three timed doses of vaccine over a minimum four to six month period. (*All students are encouraged to consider immunization against Hepatitis B.*) Students whose enrollment services records indicate graduation from a California public high school may be exempt from this requirement.

Students may fulfill the immunization requirement by bringing or sending medical documentation of immunization or positive laboratory evidence of Hepatitis B immunity to Student Health Services. Students may also receive low cost immunization at Student Health Services. For more information, call 619-594-4325.

**Important:** Students who do not comply with this California Health and Safety Code during their first semester at SDSU will **not** be allowed to register for classes a second semester until they provide proof of immunity or begin the immunization series. Students who have not completed the immunization series by the end of their third semester will no longer be able to attend SDSU.

In addition to demonstrating immunity to measles and rubella at Student Health Services, some students may be further required to present documentation to other campus officials. Students subject to this additional screening include students enrolled in dietetics, medical technology, nursing, physical therapy, student teaching, or fieldwork involving preschool-age children and/or school-age children or taking place in a hospital or health care setting.

Immunization documentation should be submitted online through the secure Health eConnection website at <https://healthconnect.sdsu.edu>. New students may register to use this website starting on the first day of the semester.

## Meningococcal Disease

Each incoming freshman who will be residing in an on-campus residence will be required by the SDSU Office of Housing Administration to respond to an inquiry indicating that they have received information about meningococcal disease and the availability of vaccines to prevent one from contracting the disease and whether or not he or she has chosen to receive the vaccination.

Although immunization against this infection is not a requirement, all entering freshmen, particularly those living in residence halls, are urged to consider vaccination. One vaccine is fairly effective against the majority of the strains (serogroups A, C, W, and Y) of this bacterium, but unfortunately its immunity effect declines over a few years. A second "booster" dose is recommended at between the ages of 16 to 18 for those students who received their first vaccination at age 15 or younger. A different vaccine, effective against meningococcal serogroup B, is recommended for high-risk individuals age 10 years or older, but may be administered to 16-23 year olds (preferably at ages 16-18). Luckily, the risk of becoming infected with meningococcus also declines with age. Consequently, there is less of a reason to immunize older students, although they may do so if they desire. The meningococcal vaccines are available at Student Health Services at a reduced cost.

### Strongly Recommended Health Screening

Immunization from the following diseases may also protect students against potentially severe infections: influenza (flu), tetanus, diphtheria, pertussis (whooping cough), polio, mumps, chicken pox (varicella), human papilloma virus (HPV), and Hepatitis A. Like measles, these too can be particularly harmful in college-aged persons. These immunizations are available at reduced cost at Student Health Services.

Entering students from developing countries are also strongly encouraged to have a screening test for tuberculosis (TB). The TB skin test is offered free at Student Health Services and a blood test is offered at reduced cost.

### Appointments and After Hours Care

Students are encouraged to call Student Health Services to make appointments. Student Health Services is open 12 months of the year. Services are available between 8:30 a.m. to 4:30 p.m., Monday through Friday, with the exception of campus holidays. When Student Health Services is closed, telephone advice is available from a registered nurse by calling 858-225-3105; however, for an emergency, always call 911. All medical care provided at Student Health Services is **strictly confidential**. No one, on or off campus, other than Student Health Services staff, has access to medical record information without written permission from the student.

### Medical Excuse Policy

SDSU Student Health Services will not provide medical excuses for short-term absences due to illness or injury. In circumstances when the illness or injury is prolonged (an absence of more than five days) and requires medical attention or hospitalization, we will work with students to provide appropriate documentation. When a student is hospitalized or has a serious, ongoing illness or injury, SDSU Student Health Services will, at the student's request and with the student's consent, communicate with the student's academic adviser and/or Student Disability Services.

Students are instructed to contact their professor/instructor/coach in the event that they need to miss class, etc. due to an illness, injury, or an emergency. All decisions about the impact of an absence, as well as any arrangements for making up work, rest with the instructors. Academic advisers are available to provide assistance to students or faculty members who have concerns about attendance issues.

### Student Health Advisory Board

Students can offer important feedback about the scope of services, funding, and other critical issues relating to campus health services through membership on the Student Health Advisory Board (SHAB). Members provide oversight to campus health services and act as liaisons between the SDSU student body and Student Health Services. SHAB helps to keep Student Health Services staff focused and current on major student health issues. Membership from all academic majors is encouraged.

### Accidents and Student Insurance Coverage

First aid is also provided to faculty, staff, and campus guests for accidents and injuries occurring on campus with the understanding that individuals requiring any care beyond first aid will be transferred to the most appropriate medical facility. First aid is defined as one-time treatment that typically does not require a physician, laboratory, x-ray, or pharmacy services. Accidents requiring treatment and/or transportation to Student Health Services or a local hospital should be reported immediately to the University Police Department, 619-594-1991.

Students are responsible for their own safety and health in connection with participation in campus activities and should exercise good judgment and due care at all times.

Specific questions regarding insurance coverage for campus programs, institutional safety regulations, and potential risks inherent in academic programs and student activities should be directed to the responsible faculty or staff member in charge of the activity.

Students participating in required or elective academic programs such as internships or practica through either nursing/allied health training, or in a teacher training program are covered under the university's Workers' Compensation program provided an internship agreement between the university and the facility has been executed by an authorized representative of the university. The university provides Student Professional Liability insurance to its students who are enrolled in these programs. This coverage is provided through Lloyd's of London. Students needing proof of this coverage for their participation in an institution's affiliation program can obtain a copy of the certificate of liability from their professor.

The university does not provide accident or health insurance coverage to students. Students may obtain medical insurance through <http://www.CoveredCA.com> or through <http://www.csuhealthlink.com>.

The university makes no warranties as to the nature or quality of the coverage or the financial integrity of the insurers. The information on the availability of coverage is provided as a convenience to students.

### Advance Health Care Directives

As a patient, you have the right to give instructions about your own health care. An advance health care directive enables you to name another individual such as a relative or other person as a healthcare representative or "agent" or to make health care decisions for you if you become incapable of making your own decisions or if you want

someone else to make those decisions for you now even though you are still capable. The advance health care directive lets you designate a physician to be primarily responsible for your medical care and lets your physician, family, and friends know your health care preferences, including the types of special treatment you want or do not want, your desire for diagnostic testing, surgical procedures, cardiopulmonary resuscitation and/or organ donation. It does not affect routine care for cleanliness and comfort, which must be given whether or not there is an advance directive. For further information, you may review the information provided at Advance Health Care Directive - California Department of Justice. We also recommend that you talk with your physician and your lawyer.

## Student Life & Leadership

Conrad Prebys Aztec Student Union, Room 210

619-594-5221

<http://sl.sdsu.edu>

- **Commuter Life** – encourages students who do not live on campus to take steps to develop a sense of belonging to the SDSU community. Students driving to and from campus can find resources and support programs through the Commuter Resource Center, located on the second floor of the Conrad Prebys Aztec Student Union, and through commuter student learning communities. <http://www.sl.sdsu.edu/commuter/index.html>.
- **Fraternity and Sorority Life** – is currently comprised of 44 social fraternities and sororities, including both general and culturally based organizations, represented by four governing councils. Greek-letter social organizations create smaller communities within the larger university environment for the purposes of facilitating academic support, leadership development, and personal growth. Fraternities and sororities also offer students opportunities for alumni networking, campus involvement, community service, friendship, participation in social and recreational activities, and small group living. Membership recruitment drives (sometimes referred to as rush) occur at the beginning of each semester for most organizations, while others have ongoing intake processes. [http://go.sdsu.edu/student\\_affairs/sl/greeklife.aspx](http://go.sdsu.edu/student_affairs/sl/greeklife.aspx).
- **Jeffrey W. Glazer Center for Leadership and Service** – offers programs and resources to SDSU students, faculty, staff, and community members interested in participating in community service and leadership development. The center offers certificate programs in both leadership and community service while providing workshops and seminars focused on leadership development, personal growth, and community service engagement. <http://www.sl.sdsu.edu/leadership/index.html>.
- **The Pride Center at SDSU** – creates, sustains, and strengthens an open, inclusive, safe, and affirming gathering space for persons of all sexual and gender identities and their allies. It also facilitates campuswide education, awareness, dialogue and research on issues related to sexuality and gender. The center addresses the needs of students who may experience discrimination, disenfranchisement, harassment, or other barriers to student success as a result of their sexual orientation or gender identity and expression. For more information, visit <http://pridecenter.sdsu.edu>.
- **Student Organizations and Activities** – facilitates on-campus recognition for student organizations, implements policies and procedures with regard to student activities, and approves all on-campus activities, including fundraising events. For more information, visit <http://studentaffairs.sdsu.edu/SLL/studentorgs/index.html>.

## Student Rights and Responsibilities

Student Services West, Room 1604  
619-594-3069  
<http://studentaffairs.sdsu.edu/srr>

The Center for Student Rights and Responsibilities is responsible for acting on behalf of the university president regarding all aspects of student discipline. The center receives reports of alleged student misconduct relative to Title 5, *California Code of Regulations*, and investigates complaints in order to determine whether university disciplinary action is to be pursued. University disciplinary action may run concurrently with civil or criminal action and/or the residence hall eviction process, which is initiated by the court system. One type of judicial action does not necessarily affect the other. In addition, sections of the *Code of Conduct* may be adjudicated regardless of location of incident.

Campus related violations include both academic and non-academic misconduct, misconduct in the off-campus surrounding community, off-campus community-sponsored events, and online sites.

To review information regarding the *Standards for Student Conduct*, the discipline process, privacy rights, and complaints procedures, visit <http://www.sa.sdsu.edu/srr>.

## Testing Services

Student Services West, Room 2549  
619-594-5216  
FAX 619-594-5036  
<http://testing.sdsu.edu>

Testing Services supports and enhances student success by providing innovative and high quality test administration for SDSU and off-campus constituents. Testing Services is an important resource for the entire university community, serving both students and faculty by administering and analyzing paper and pencil and computer-based tests for the purposes of admission, class placement, competency for graduation, licenses, and credentials. Additionally, Testing Services provides test proctoring for the greater San Diego community, including distance learning students.

Information about San Diego State University competency and placement tests and test dates are listed on the Testing Services website. Advance reservations as well as fee payments are required for most tests. Testing Services provides test administration for the CBEST, CSET, GRE, LSAT, MCAT, TEAS, TOEFL, among other national examinations. Most reservations for national examinations are made through their respective websites. For SDSU students, special arrangements for disabled students are made through Student Disability Services.



---

# Special Programs and Services

## Academic Computing

SDSU provides access to a large number of software packages including programming languages, the Microsoft Office Suite (word processing, spreadsheets, presentations), relational databases, statistical software, and large research-oriented databases. E-mail accounts are provided to students and server accounts are available for those who want to create websites.

The university has more than 2,000 desktop computers located in 80 departmental/college computer laboratories. The largest laboratories, which are open to all students, are the Student Computing Hub located in Love Library, Room 200 (PCs, Macs, and printing) and the College of Arts and Letters Laboratory, located in Professional Studies and Fine Arts, Room 136 (PCs and printing). Outside of the laboratories, students may connect to the wireless network, which covers the entire campus. Many SDSU instructors use the Blackboard learning management system to communicate with students, post grades, distribute materials, and facilitate learning activities beyond the classroom. Student accounts in Blackboard are automatically created upon enrollment and use the same login credentials as the SDSU WebPortal. Access to courses in Blackboard occurs when instructors make their courses available to students. The Blackboard website is <http://blackboard.sdsu.edu>.

## Alumni Association

The SDSU Alumni Association is dedicated to connecting SDSU alumni to the university and each other. Membership in the San Diego State University Alumni Association is open to those individuals who have an abiding interest in and commitment to the growth and future of SDSU and the community it serves.

The Alumni Association is a dynamic, exciting organization whose purpose is to serve and support the university and its graduates. It offers a number of programs and services designed to meet the variety of needs and interests of its alumni, including library privileges, reduced admission to many cultural activities and sporting events, discounts on purchases at the Aztec Store, access to SDSU's Career Services for a nominal fee, and a subscription to SDSU Magazine, a monthly electronic newsletter, and Aztec update: publications for alumni and friends of the university.

In addition, the Alumni Association sponsors The Montys (annual awards event honoring alumni of the university), provides scholarships for students, organizes Homecoming, provides input regarding university programs and policies, and provides excellent networking opportunities through a myriad of events.

For further information call the Alumni Office at 619-594-2586 or visit <http://www.sdsualumni.org>.

## Associated Students of San Diego State University

Associated Students (A.S.) is a student-directed auxiliary of SDSU and is one of the largest student governance organizations in the CSU system. The auxiliary operates eight facilities, in addition to offering a multitude of programs and services that serve students, faculty, staff, and the SDSU community. Associated Students can be reached by calling 619-594-6555 or visiting <http://www.as.sdsu.edu>.

**Student Government.** There are a multitude of leadership opportunities through the Associated Students. Government Affairs is the representative voice for all SDSU students. Student government leaders ensure that the interests of SDSU students are heard, served, and met. The A.S. student leaders also serve as the board of directors for the A.S. Students who want to get involved are encouraged to visit the A.S. office in person or online to learn about available opportunities. For more information, call 619-594-6555 or visit <http://www.as.sdsu.edu/govt>. The A.S. office is located on the third floor of the Conrad Prebys Aztec Student Union.

**Conrad Prebys Aztec Student Union.** The Conrad Prebys Aztec Student Union is the first LEED platinum certified (Leadership in Energy and Environmental Design) student union in the CSU and features numerous sustainable "green" building elements. The student union provides a vibrant and welcoming space for students through a variety of programs and services. Amenities include free events for SDSU students, ARC Express (fitness center), Aztec Lanes (bowling and games center), Cal Coast Credit Union, Center for Intercultural Relations, dining options, Information Center, Jeffrey W. Glazer Center for Leadership and Service, meeting spaces, Student Organization Center, a 300-seat theatre, 11,500-square-foot multipurpose Montezuma Hall, and plenty of indoor and outdoor seating. To learn more about the Conrad Prebys Aztec Student Union or to get involved with the student union board (ASUB), visit <http://aztecstudentunion.com>. To inquire about meeting space, call Union Programs and Services at 619-594-5278 or e-mail [asmtgsvs@mail.sdsu.edu](mailto:asmtgsvs@mail.sdsu.edu). For general information, call 619-594-6551.

**SDSU Children's Center.** The SDSU Children's Center, a quality service of Associated Students, provides an educational childcare program for children between six months and pre-kindergarten to five years of age. Priority for enrollment starts with SDSU students, followed by children and grandchildren of faculty and staff, and then children of SDSU alumni and the larger community as space is available. The center serves as the laboratory school for the Department of Child and Family Development in the College of Education. In addition, the center collaborates with campus departments to support academic research, observational learning and opportunities to link academic coursework with hands-on learning by working directly with children and families at the center. For more information, call 619-594-7941, e-mail [ccc\\_info@mail.sdsu.edu](mailto:ccc_info@mail.sdsu.edu), or visit <http://www.childcare.sdsu.edu>.

**Cal Coast Credit Union Open Air Theatre.** Located amidst the original landscaping of San Diego State University, this historic venue is ideal for watching your favorite musical group while sitting under the stars. Built in 1934, this 4,800-seat amphitheatre has played host to sold out concerts, lectures, symphonic performances, and university events. Generations of guests have enjoyed this theatre's natural acoustics which complement the sound of all music genres. For event information, call 619-594-0234 or visit <http://calcoastopenairtheatre.com>.

**Viejas Arena.** Home to Aztec men's and women's basketball, Viejas Arena is San Diego's premier venue for everything from concerts to sporting events, family shows, conventions, conferences, and corporate and university events. This state-of-the-art, 12,000-seat facility is complete with award-winning acoustics and a distinctive outdoor concourse area. Viejas Arena features a full-service ticket office and TicketMaster location for events throughout California. Viejas Arena is adjacent to the Aztec Recreation Center in the heart of the SDSU campus with nearby parking. Call 619-594-0234 or visit <http://www.viejasarena.com> for more information.

**Aztec Recreation.** Aztec Recreation provides high quality programs, services, and facilities that inspire active, healthy living, and enhance the SDSU experience. A program of Associated Students, Aztec Recreation manages both on- and off-campus facilities to include the Aztec Recreation Center (ARC), ARC Express, Aztec Aquaplex, Aztec Lanes, the Mission Bay Aquatic Center (MBAC) and racquetball and tennis courts. Aztec Recreation also offers numerous programs including Aztec Adventures, bowling, Exercise and Nutritional Sciences (ENS) credit activity classes, group fitness, indoor climbing, intramural sports, and sport clubs. Aztec Recreation membership provides access to a wide range of programs, services and facility access. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

**Aztec Adventures.** Aztec Adventures has provided SDSU with outdoor leadership, education, and culture since 1977. In addition to outdoor trips, the Aztec Adventures team offers numerous Exercise and Nutritional Sciences (ENS) credit classes, operates the climbing wall located inside the ARC, and offers a team-building program ideal for student clubs and organizations. For more information, call 619-594-6958 or visit <http://aztecadventures.sdsu.edu>.

**Aztec Aquaplex.** The Aztec Aquaplex is an outdoor swimming and recreation facility which offers drop-in lap swimming, recreational swimming, diving, hot tub access, and lounging. The facility is also used by men's and women's water polo sport club teams, the co-ed cycling/triathlon team, as well as the Aztec Athletics women's swimming, diving, and water polo teams. Call 619-594-SWIM or visit <http://arc.sdsu.edu> for more information.

**ARC Express.** The ARC Express is an exciting new fitness destination for members of Aztec Recreation. Located on the third floor of the Conrad Prebys Aztec Student Union, the facility offers 6,000 square feet of state-of-the-art fitness equipment with spectacular views of the surrounding area. Exercise and Nutritional Sciences (ENS) credit classes at ARC Express include functional fitness and fitness training for women. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

**Aztec Lanes.** Aztec Lanes opened in 2014 on the first floor of the Conrad Prebys Aztec Student Union. Featuring 12 bowling lanes, billiards, table tennis, large-screen televisions, and a lounge area, the contemporary and vibrant atmosphere is sought after for a variety of private group events. While bowling is open to all at Aztec Lanes, Aztec Recreation members bowl games at no charge. Each year over 600 students take Exercise and Nutritional Sciences (ENS) credit classes in beginning and intermediate bowling. Call 619-594-BOWL or visit <http://arc.sdsu.edu> for more information.

**Aztec Recreation Center (ARC).** The Aztec Recreation Center (ARC) is a 78,000-square-foot fitness and recreation facility. Access to the ARC is included with an Aztec Recreation membership. The ARC has four multi-purpose gymnasiums available for members to play basketball, soccer, and volleyball, two weight training rooms, a cardio room, a climbing wall, and two group fitness studios. Numerous climbing, dance, and fitness credit classes are offered in the ARC each semester. Call 619-594-PLAY or visit <http://www.arc.sdsu.edu> for more information.

**Aztec Tennis Courts.** The Aztec Tennis Courts feature 12 lighted outdoor courts available for drop-in play for members. The courts are accessible through the Aztec Aquaplex at 5375 Remington Road, adjacent to Tony Gwynn Stadium. Call 619-594-SWIM or visit <http://arc.sdsu.edu> for more information.

**Credit Classes.** Aztec Recreation is proud to partner with the Department of Exercise and Nutritional Sciences to provide one-unit courses that promote lifelong fitness, wellness, and recreational pursuits. Classes are available in dance, fitness, martial arts, outdoor skills, sports, and water sports. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

**Mission Bay Aquatic Center (MBAC).** The world-renowned Mission Bay Aquatic Center is Aztec Recreation's beachside instructional facility offering water sports classes, rentals, and special events. Hundreds of students earn university credit while learning to kayak, row, sail, stand up paddle, surf, wakeboard, or windsurf every semester. Located off-campus in Mission Beach, MBAC is just a short ride by car or is easily accessible by the San Diego Trolley and the San Diego Metropolitan Transit System (MTS). For more information, call 858-488-1000 or visit <http://mbaquaticcenter.com>.

**Intramural Sports.** The intramural sports program provides opportunity to over 10,000 participants annually for competition in a variety of team and individual sports through league, tournament, and special event formats. The program is an Aztec Recreation member benefit and participants form teams with friends or sign-up independently. Sports typically include basketball, bowling, flag football, soccer, softball, tennis, volleyball, and water volleyball. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

**Recreational Sports Racquetball Courts.** Racquetball courts are accessible to Aztec Recreation members. The facility includes eight indoor courts and equipment check-out is available. Sport club offices are also housed in this facility located at Peterson Gymnasium, Room 196. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

**Sport Clubs.** The Aztec Recreation sport clubs program consists of 19 competitive collegiate teams and over 700 athletes. Each team is developed, organized, and managed by students with guidance from the professional staff. Sport clubs compete in intercollegiate competitions at local, state, regional, and national levels and both new and experienced student-athletes are actively recruited. Sport clubs are an excellent setting for the development of athletic skills, student leadership skills, and social opportunities. Call 619-594-PLAY or visit <http://arc.sdsu.edu> for more information.

## Athletics

San Diego State University sponsors a broad array of varsity intercollegiate athletics for women and men. SDSU's commitment to gender equity in athletics includes 13 sports for women (basketball, crew, cross country, golf, lacrosse, soccer, softball, swimming, tennis, indoor/outdoor track and field, volleyball, and water polo) and six for men (baseball, basketball, football, golf, soccer, and tennis). As a National Collegiate Athletic Association (NCAA) Division I program, Aztec athletic teams compete at the highest level of intercollegiate competition. All of the teams except crew, lacrosse, men's soccer, and water polo compete in the 9-member Mountain West Conference. Crew is a member of the Western Intercollegiate Rowing Association (WIRA); men's soccer is a member of the Pac10 Conference; lacrosse, and water polo are members of the Mountain Pacific Sports Federation (MPSF).

Athletics serves a number of important roles on campus and within the larger San Diego community. In addition to encouraging student athletes to expand their competitive capabilities to the fullest, San Diego State teams provide a catalyst which helps generate pride and a shared esprit de corps among students, faculty, staff, and alumni. This also helps link these groups from generation to generation. Similarly, with nearly a 100,000 alumni and former students and tens of thousands of supporters in the county with no other direct connection to the university, Aztec teams frequently carry the aspirations of San Diego in the forum of NCAA Division I Athletics. On-campus athletic events attract both students and members of the community to campus and this reinforces many mutually beneficial town-gown relationships. For more information, please call 619-594-3019 or visit <http://www.goaztecs.com>.

### Student Athlete Support Services Aztec Athletics Center, Room 3029, 619-594-3395

Involvement with intercollegiate athletics on campus presents many challenges for students. This office provides guidance and assistance for these student-athletes in the areas of admission, registration, new student orientation, counseling, study hall, mentoring, tutoring, and academic advising. The office also serves as a liaison between faculty and the Athletic Department. This individualized program is designed to create an academic support network to ensure all student-athletes comply with university requirements while working toward completion of a degree.

## Audiology Clinic and Speech-Language Clinic

Administered by the School of Speech, Language, and Hearing Sciences, the clinics provide assessment and remediation services for SDSU students, staff, faculty, and the community. In addition, the clinics offer opportunities for research, consultation, supervised field internships, continuing education, and other service activities.

In the Speech-Language clinic, comprehensive diagnostic and treatment programs are available for children and adults in the areas of aphasia, cerebral palsy, cleft palate, delayed speech/language development, fluency or articulation disorders, hearing loss, loss of communication function, and voice. Services are also provided for bilingual/multicultural clients and speakers of English as a second language.

The *Assistive Device Assessment Program* provides language, cognitive, and technical assessments related to augmentative/assistive devices and systems for individuals who have communication disabilities.

In the Audiology Clinic, audiologic services for children and adults include hearing assessment, hearing aid evaluation and selection, assistive listening device evaluations, earmolds, hearing protection devices, hearing conservation services, and aural rehabilitation therapy.

The clinics are located at 5245 Campanile Drive, San Diego, CA 92182-1518 and can be reached at 619-594-7747.

### Aztec Shops, Ltd.

**(Campus Stores, Dining)**  
<http://www.aztecshops.com>

Aztec Shops, Ltd., founded in 1931, is a not-for-profit corporation that functions primarily as an auxiliary of San Diego State University. The corporation provides a diverse portfolio of commercial services including operation of the bookstore and dining on campus. Aztec Shops also operates selected other enterprises at San Diego State and at other colleges and universities. The corporation employs close to 200 full-time professionals and up to 800 part-time employees – mainly students – during the busiest times.

**SDSU Bookstore.** The flagship of Aztec Shops' retail operations, the SDSU Bookstore is one of the largest campus bookstores in the country as measured by sales. The 25,000-square-foot facility – located in the heart of campus – carries every text (required and optional) for every class taught at SDSU. Textbooks are available in print for rent or purchase and many titles are available in digital format. The bookstore's aztecology department offers academic discounts on Apple and PC products as well as software from Microsoft, Adobe, and others. Additional aztecology services include Verizon Wireless, data recovery, device repair, hardware trade-in, and printer cartridge refill. The SDSU Bookstore features the most extensive selection of SDSU-licensed clothing and gifts available. The facility's "Bookstore within a Bookstore" offers an impressive selection of general-interest titles including volumes for children. The store's well-staffed special order desk is available to secure even the most hard-to-find titles. A specialty boutique and a broad selection of school supplies, cards, gifts, and graduation regalia round out the store's offerings. For more information, call 619-594-7525 or visit <http://www.shopaztecs.com>.

**SDSU Dining.** SDSU Dining has been providing quality food service for the SDSU campus since 1959. Dining proudly operates over 30 restaurants and food service outlets on campus including Culinary Theater, The Dining Room at Cuicacalli Suites, the Farmers' Market, University Towers Kitchen (UTK), and six Aztec Market convenience stores campuswide. For more information on SDSU Dining, call 619-594-7640 or visit <http://www.eatatsdsu.com>.

**Other operations.** Other Aztec Shops operations include:

**The Campus Store** – Aztec Shops operates The Campus Store, the bookstore at the SDSU branch campus in Calexico, CA.

**Concessions** – Aztec Shops operates the concession stands at the Cal Coast Credit Union Open Air Theatre, Tony Gwynn Stadium, and Viejas Arena.

**Montezuma Publishing** – As part of its commitment to providing course materials for every class, Aztec Shops operates Montezuma Publishing which prints customized course materials and readers, securing copyright permissions when necessary.

**Road Scholar** – Aztec Shops runs a successful Road Scholar program that brings retirement-age adults from around the country to San Diego for specialized educational enrichment programs.

**SDSU Catering** – SDSU Catering is the recognized caterer for all events on the SDSU campus.

**University Towers** – In November 2000, Aztec Shops purchased the well-known El Conquistador residence hall near the SDSU campus. Renamed University Towers, the facility is home to more than 500 students during the academic year.

## California State University Program for Education and Research in Biotechnology (CSUPERB)

**Susan Baxter, Executive Director**

Created in 1987 as a systemwide program, the California State University Program for Education and Research in Biotechnology (CSUPERB) supports collaborative CSU student and faculty research, funds innovative curriculum development, and develops programs relevant to the life science industry. The CSUPERB program office is hosted at San Diego State University. CSUPERB promotes biotechnology workforce development by supporting evidence-based instructional practices, real-world research experiences, and programs for faculty and students at all 23 CSU campuses. The program involves students and faculty from life sciences, physical sciences, clinical sciences, engineering, agriculture, mathematics, business and computer science departments. CSUPERB organizes the annual CSU Biotechnology Symposium and serves as the official biotechnology liaison for the CSU with government, educational, philanthropic, and industry partners.

CSUPERB recognizes that modern biotechnology preparation requires the integration of coursework, hands-on practice and participation in multi-disciplinary, team-based research projects. CSUPERB's competitive grants and awards programs support these activities systemwide. Programs include: the NSF-funded CSU I-Corps program, the Howell-CSUPERB Research Scholars Awards, the Presidents' Commission Scholar Awards, the Crellin Pauling Student Teaching Award, the Glenn Nagel Undergraduate Research Award, the Don Eden Graduate Student Research Award, Travel Grant programs for students and faculty, New Investigator Grants, Research Development Grants, Entrepreneurial Joint Venture Grants, and Biotechnology Programmatic Development Grants. These programs award more than \$800,000 to CSU faculty and students annually.

CSUPERB programs are administered by an Executive Director, a strategic planning council and a faculty consensus group, involving faculty representatives from each CSU campus. The Presidents' Commission includes presidents from San Diego State University, CSU Channel Islands, CSU Northridge, CSU San Marcos, Humboldt State University, San Francisco State University, San Jose State University, and a CSU Executive Vice Chancellor. Visit the program websites at <http://www.calstate.edu/csuperb> and <http://www.csuperb.org/csucorps> for more information.

### Developmental Writing Program

The Developmental Writing program, in the Department of Rhetoric and Writing Studies, assists students in completing the university's writing competency requirement. The program's services are available on an enrollment basis only. The university requires students to demonstrate writing competency consistent with its established standards and, accordingly, requires all entering students to pass various writing competency tests or to earn a grade of C or better in stipulated high school English courses. Students who do not score high enough on any of these tests or earn grade of a C or better in stipulated courses must enroll in appropriate developmental writing coursework in the Department of Rhetoric and Writing Studies during their first semester at SDSU. As of fall 2001, incoming freshmen have only three consecutive academic semesters in which to complete developmental writing requirements.

### General Mathematics Studies

The General Mathematics Studies mathematics laboratory offers tutorial assistance to students enrolled in GMS courses. This service is designed to assist students in completing the CSU ELM requirement. The university requires all students to demonstrate mathematics proficiency consistent with its established standards. In particular, students who fail the ELM must enroll in the appropriate General Mathematics Studies course in their first semester and continue until they have satisfied this requirement. Incoming freshmen have only three consecutive academic semesters in which to complete developmental math requirements.

## Honors Council

The Honors Council was formed in 1989. It comprises representatives of the Weber Honors College and of Phi Eta Sigma, Scholars Without Borders, Golden Key, Phi Kappa Phi, Mortar Board, and Phi Beta Kappa interdisciplinary honor societies.

The purposes of the Honors Council are:

- To act as an advisory and coordinating resource center for the interdisciplinary honor societies on campus;
- To promote the specific interests of the above listed honor societies;
- To promote the common concerns of all honor societies and honors college at San Diego State University;
- To cooperate with the faculty and administrative officers in developing and maintaining high academic standards;
- To recognize students and faculty for their achievements in scholarship, leadership, and service;
- To recognize graduating seniors who are active members of all five university-wide honor societies.

For meetings and events and to house honors insignia and regalia, the Honors Council has the Henry L. Janssen Honors Council Room in Library and Information Access, Love Library, Room 428D.

## Honor Societies

An academic honor society is a campus organization that values and reinforces the high academic standards of the university and selects its members, at least in part, on the basis of superior academic performance.

### Multidisciplinary Academic Honor Societies

**Golden Key** is a national and worldwide undergraduate honor society whose purpose is to recognize and encourage scholastic achievement, and excellence in all undergraduate fields of study, to unite with collegiate faculties and administrators in developing and maintaining high standards of education, to provide economic assistance to outstanding members by means of annual scholarships, and to promote scholastic achievement and altruistic conduct through voluntary service. Golden Key International Honour Society has over 300 active chapters. It also publishes an annual magazine and a regular newsletter. San Diego State University's chapter was chartered in 1984.

Each fall, the chapter invites to membership juniors and seniors in the upper 15 percent of their classes who have completed their last 24 units at SDSU. Elected student officers set all agendas and direct activities. The faculty adviser is Dr. Edith J. Benkov, Professor Emeritus of French. For more information, visit their website at <http://sdsu.goldenkey.org>.

**Mortar Board**, a national honor society for college seniors, was founded in 1918. The society recognizes in its membership the qualities of superior scholastic ability, outstanding and continual leadership, and dedicated service to the university community. The SDSU chapter of Mortar Board had its beginning in 1932 as Cap and Gown. In 1965 the local honorary was recognized as a member of the national organization. Nationwide there are over 230 active chapters with a membership in excess of 240,000. In 2009, the chapter was renamed the Jane K. Smith Cap and Gown Chapter, in recognition of the pivotal role Dr. Smith has played in the development of the SDSU chapter. At the 2003 and 2012 National Conferences, the SDSU chapter received the Ruth Weimer Mount Award as the most outstanding chapter in the nation. Each year, the chapter receives the Golden Torch award for its excellence in supporting the ideals of Mortar Board.

Mortar Board membership means active involvement to benefit the campus and community. Current projects include support of philanthropy projects related to literacy, awarding of scholarships, an annual faculty/staff appreciation dinner, support of activities and projects of the San Diego Alumni Chapter, and the sale of the Mortar Board Daily Planner and Calendar of Events.

To be considered for election to membership, students must have senior standing for the fall semester with an overall GPA of 3.2 or higher and must have participated and excelled in the areas of scholarship, service, and leadership. All prospective members must be making satisfactory progress toward the degree. Admission to Mortar Board is highly competitive and is restricted to no more than 40 students per year.

Advisers for the honor society are Dr. Jane K. Smith, Assistant Vice President Emeritus for Academic Services, Dr. Seth W. Mallios, Professor of Anthropology, Megan Isaacson, former Mortar Board president, and Cassandra Neel, SDSU staff member. Information is available at <http://mortarboard.sdsu.edu>.

**Phi Beta Kappa**, founded in 1776, is the oldest academic honor society in America. Its 283 chapters recognize academic excellence in the liberal arts and sciences. In 1974, Nu of California Chapter was established at SDSU, the first CSU campus to be so honored.

Students do not apply for membership in Phi Beta Kappa; rather, seniors and juniors are "elected" each spring by resident faculty. This invitation to membership is extended only once and must be accepted in the semester of election and initiation. Candidates for Members in Course shall have completed a balanced range of coursework in the liberal arts and sciences, 90 percent of which shall be letter graded; for juniors this means at least 75 units and for seniors 90 units. These units shall include 45 units at San Diego State University, a course in advanced mathematics or equivalent, and three college semesters of a foreign language. Juniors shall have attained at least a 3.75 grade point average both overall and in the liberal arts and sciences. Seniors shall have a 3.60 grade point average both overall and in the liberal arts and sciences and shall have completed the Graduation Writing Assessment Requirement. All candidates shall show depth and breadth of scholarly interests by the number, variety, and rigor of upper division courses taken outside the major.

Chapter activities include the annual initiation, at which several scholarships are awarded; the annual Phi Beta Kappa Faculty Lecture honoring a worthy SDSU professor; lectures by visiting scholars; participation on the University Honors Council; and supportive interaction with local schools. Chapter president is Dr. Glen A. McClish, Professor of Rhetoric and Writing Studies. Corresponding secretary is Dr. Carey G. Wall, Professor Emeritus of English, [wall@mail.sdsu.edu](mailto:wall@mail.sdsu.edu). For general information consult <http://www.pbk.org>.

**Phi Eta Sigma** is a national freshman honor society. The national chapter was formed in 1923; the local chapter was formed in 1955.

Phi Eta Sigma was established to encourage and reward high scholastic achievement among freshmen in institutions of higher education. There are over 300 chapters throughout the United States and more than 500,000 members.

All freshmen, both men and women, who have a cumulative grade point average of at least 3.50 on a 4.0 scale with at least 12 units at the close of either semester during their freshman year at SDSU are eligible to join. Students who were eligible but missed induction after their freshman year may join retroactively only during the designated invitation period in the month of September.

Among its activities are induction ceremonies, community service involvement, social events, and national conventions.

The adviser for the honor society is Dr. Charles E. Goehring, Assistant Professor of Communication. For more information, call 619-594-0474.

**Phi Kappa Phi** was founded in 1897 to promote the pursuit of excellence in all fields of higher education and to recognize outstanding achievement by students, faculty, and others through election to membership and through various awards for distinguished achievement. Activities of the organization include the awarding of two scholarships annually for graduate education of outstanding students, the recognition of outstanding faculty and students through nominations for national awards and scholarships, and spring initiation. Additionally, the local chapter co-sponsors lectures, symposia, and workshops across the campus, most notably the Common Experience, the Henry L. Janssen Last Lecture Series, and the annual Student Research Symposium.

The national organization publishes a newsletter and a scholarly journal and sponsors the National Scholar and National Artist awards and the Graduate Fellowship program. The society offers literacy grants, study abroad grants, emerging scholar awards, and love of learning awards. Many of these awards are open to all students at campuses with a Phi Kappa Phi chapter, including the Study Abroad Grants.

Nationally there are almost 300 active chapters. San Diego State University's chapter was chartered in 1965. Membership is based on, but not limited to, the following criteria: Juniors must have completed a minimum of 75 units and be in the top 7-1/2 percent of their class at SDSU; seniors must have completed a minimum of 90 units and be in the top 10 percent of their class at SDSU; graduate students must have completed a minimum of 15 units of graduate work at SDSU and be in the top 10 percent of their class. All prospective members must have made satisfactory progress toward the degree.

President of the society is Dr. Stephen A. Schellenberg, Interim Dean, Division of Undergraduate Studies. For information, email [sdsupki@mail.sdsu.edu](mailto:sdsupki@mail.sdsu.edu).

## Special Programs and Services

**Scholars Without Borders** founded in 2008, is a multidisciplinary honor society dedicated to promoting international exchange and service and to recognize the scholarly achievement of SDSU students, faculty, and staff. As a fellowship of international scholars, we support programs with an international focus and build campus awareness of international issues and opportunities. We strive to inspire SDSU students, faculty, and staff to become engaged and committed scholar-citizens of the global community.

Students who are interested in an international perspective and have demonstrated high scholastic achievement (graduates with a minimum 3.5 GPA based on a minimum six units earned, and undergraduates with a minimum 3.25 GPA based on a minimum total of 30 units earned) are invited to join Scholars Without Borders.

Scholars Without Borders awards about \$10,000 in study abroad scholarships to eligible members each year. Chapter activities and programs include internationally-related workshops and lectures, regional symposia, an annual installation reception, and the International Photo Contest.

The adviser for Scholars Without Borders is Seth Kaplowitz, College of Business Administration, [skaplowitz@mail.sdsu.edu](mailto:skaplowitz@mail.sdsu.edu), 619-594-0973. For more information, go to <http://swb.sdsu.edu>.

### Discipline-Based Honor Societies

The national honor societies at San Diego State University which accord recognition to students who demonstrate superior scholarship and leadership in specific academic fields include:

Alpha Epsilon Delta (Pre-Medical)  
Alpha Kappa Delta (Sociology)  
Beta Alpha Psi (Accountancy)  
Beta Gamma Sigma (Business)  
Chi Epsilon (Civil Engineering)  
Eta Kappa Nu (Electrical and Computer Engineering)  
Eta Sigma Phi (Classics)  
Kappa Delta Pi (Education)  
Lambda Pi Eta (Communication)  
Omicron Delta Epsilon (Economics)  
Phi Alpha Theta (History)  
Phi Mu Alpha Sinfonia (Music)  
Pi Alpha Alpha (Public Affairs and Administration)  
Pi Delta Phi (French)  
Pi Kappa Lambda (Music)  
Pi Sigma Alpha (Political Science)  
Psi Chi (Psychology)  
Sigma Delta Pi (Spanish)  
Sigma Tau Delta (English)  
Sigma Theta Tau (Nursing)  
Tau Beta Pi (Engineering)

### Instructional Technology Services

Instructional Technology Services (ITS) provides support and leadership to the university in the effective uses of technologies for enhancing learning, facilitating research, and supporting strategic initiatives. ITS fulfills its mission by fostering collaboration and innovation with faculty and university stakeholders in the design, development, and effective use of learning environments and educational media.

ITS, located on the first floor of the Adams Humanities building, offers a variety of faculty-focused support services, including:

- Consultation, workshops, and collaboration via the SDSU Course Design Institute and BOLT program, which focus on the design and facilitation of effective learning experiences and environments, whether face-to-face, online, or hybrid;
- A Faculty Instructional Technology (FIT) Center located in Adams Humanities, Room 1109 that provides an informal environment for faculty consultations, collaboration, and development of instructional, professional, and research materials;
- Training and support for instructional software including:
  - Blackboard (web-based learning management system that allows faculty to facilitate learning online);
  - Lecture capture tools enabling faculty to record lectures from their classroom or office for students to view at their convenience;

- Respondus (assessment building software enhancing the question pool and quiz/test functions of Blackboard), and a custom browser that locks down the testing environment within Blackboard;
- Response system (or clickers) enabling greater interactivity in classrooms;
- Turnitin (writing support and plagiarism prevention software available through Blackboard);
- Collaborate (web-based conference system that enables voice interactivity and webinar capabilities through Blackboard or independently);
- Graphic, video, and multimedia consultation, design, and production;
- Assistance with design and development of instructional materials to be accessible and useful to diverse learners, including the redesign of course materials for online delivery;
- Web conference systems for distance learning, allowing faculty to teach at SDSU and the Imperial Valley Campus (or other distant sites) simultaneously. This live, real-time, two-way audio/video communication system can also be used for research and professional development purposes;
- ITS-managed learning spaces, including four Learning Research Studios (for faculty interested in teaching in a collaboration-minded, technology-rich space and taking an inquiry-oriented approach to teaching and learning with technology);
- Instructional equipment loans (including laptop computers and video/data projectors, portable public address systems, digital cameras, camcorders, digital audio recorders, and much more);

For more information, call 619-594-6348 or go to <http://its.sdsu.edu>.

Instructional Services on the Callexico campus can be accessed by calling 760-768-5545 or going to East Faculty, Room 124C. On the Brawley campus, faculty members need to check with the coordinator who can be reached by calling 760-768-5787.

### Smart Classrooms

For instruction using multimedia and computer technologies, smart classrooms provide user-friendly, technology-rich presentation systems. Each classroom system includes a fixed instructor podium allowing access to the following:

- Mac and Windows computers;
- Connectivity for a laptop computer;
- DVD or Blu-ray disc player;
- Visual presenter/document camera for projection of print, transparency, and three-dimensional materials.

Projection is achieved via LCD video/data projector or large-screen, high-definition televisions and in larger lecture halls, a public address system with wireless microphone unit and assistive listening device are included.

As of fall 2015, 98% of the teaching spaces on campus are considered smart classrooms. Requests for smart classrooms should be made through your department or school administrative coordinator.

### Office of International Programs

The Office of International Programs has responsibility for coordinating and facilitating the development of the diverse international programs and activities of the university. The Office of International Programs is the primary contact for international programs and represents the university on international matters to external agencies and institutions. The office coordinates all international faculty and student programs and serves as an information clearinghouse regarding international projects, funding opportunities, and academic programs and services that have an international component.

#### International Faculty Exchanges

In order to enhance the international character of instruction and research and to support efforts to become a global university, SDSU has a continuing program of faculty exchanges with partner universities worldwide. Over 150 international scholars visit the San Diego State University campus each year to pursue scholarly research, participate in academic or professional programs, and share their international perspectives with the university community.



## Lavin Entrepreneur Program

The Lavin Entrepreneur Program is a two year, progressive, co-curricular program offered through the College of Business Administration with the Department of Management and the Lavin Entrepreneurship Center. The program offers students the opportunity to explore entrepreneurial issues in local, regional, and global environments. Students enroll in a one-unit seminar each semester. The seminars are a blend of academic material and experiential activities designed to prepare students for entrepreneurially oriented career paths. Students participate in activities to promote academic and personal growth and in networking and social events designed to build confidence in entrepreneurial competencies and enhance social and professional networks. Students are accepted into the Lavin Entrepreneur Program before their junior year. The program is open to all majors at SDSU.

## Marine Officer Programs

The Marine Officer Selection Office in San Diego is looking for qualified students interested in a career as a commissioned officer in the United States Marine Corps. Positions are available in aviation, ground, and law; aviation and law programs may be guaranteed prior to commissioning. Contact the officer selection officer at 619-294-2174 or visit <http://marineofficer.com> for more information.

**Platoon Leaders Class.** The Platoon Leaders Class is the most popular route to becoming an officer. For college freshmen and sophomores, the program consists of two six-week training sessions between school years at Officer Candidates School in Quantico, Virginia. For college juniors, it is one 10-week training session during the summer prior to the senior year. Students are paid and travel costs to and from Quantico, meals, textbooks, materials, and clothing are furnished. During the school year, students will not be called to active duty and are not required to wear a uniform. Upon graduation, the student will be commissioned as a Marine Second Lieutenant and advance directly to The Basic School.

**Officer Candidates Course.** College graduates who want to be officers in the Marine Corps go through one 10-week session at Officer Candidates School. Upon completion, students will move immediately to The Basic School. There are three sessions during the year: fall, winter, and summer. Whatever session is selected, students will be paid and travel costs to and from Quantico will be covered. Meals, textbooks, materials, and clothing for training are also furnished.

**Officer Candidates Course-Reserve.** Officer Candidates Course-Reserve is similar to Officer Candidates Course, except candidates pursue a reserve commission. College graduates attend the 10-week session at Officer Candidates School, attend The Basic School, and after completing military occupational school, report into their reserve unit. Applicants competing for these positions select their military job and reserve unit prior to attending Officer Candidates School.

Students are encouraged to seek information and plan ahead if they are interested in pursuing a commission in the United States Marine Corps.

## Navy Officer Programs and Scholarships

San Diego State University maintains a liaison with the Navy Officer Programs Office in San Diego. This liaison provides students with access to the many opportunities available to college students throughout the Navy, including scholarships for up to \$42,000. Call 1-800-USA-NAVY for additional information.

**Baccalaureate Degree Completion Program.** Sophomores, juniors and seniors who qualify can earn up to \$1,800 each month while they finish their last one, two or three years of college – no uniforms or drill required. Scholarships are available to sophomores, juniors and seniors in all majors who have a 2.7 grade point average or above. Positions in aviation, surface warfare, business management, personnel management, and information systems are guaranteed after college graduation.

**Navy Engineering Programs.** Scholarships are available to students in technical majors who have at least a 3.0 grade point average. Those who are interested and qualified receive more than \$1,700 each month plus benefits while they finish their last one or two years of undergraduate study. The scholarship leads to a position as an instructor, research or operating engineer for the Navy, and a commission as a naval officer.

**Medical School and Dental School Scholarships.** For students applying to medical or dental school, a scholarship is available which will cover the cost of tuition and books and provide a monthly payment while in medical school. Initial requirements are application to an accredited medical school and competitive GPA and MCAT/DAT scores.

**Allied Health Profession Opportunities.** The Navy Medical Service Corps offers commissions to clinical, scientific and administrative professionals in the health care field. It is comprised of several specialties that require either a baccalaureate, masters or doctorate degree.

**Nurse Corps.** Limited scholarships are available for junior and senior nursing students with top scholastic performance.

Students are encouraged to seek information and plan ahead if they are interested in adding any of these programs to their career options. More information on all programs is available by calling or writing to the Officer Programs Office, NRD San Diego, ASW Base, Bldg. 2, 33055 Nixie Way, San Diego, CA 92147-5192, 619-524-6760.

## Parking and Transportation

When possible, carpooling or use of alternate modes of transportation is recommended for the commute to campus.

Metropolitan Transit System's Green Line trolley and seven bus routes (11, 14, 115, 215, 856, 936, 955) conveniently connect the San Diego metropolitan area with service to the San Diego State University Trolley Station and Transit Center. Monthly trolley and bus passes can be purchased at the Viejas Arena Ticket Office.

Further information concerning Metropolitan Transit trolley and bus routes, fares, services, and carpool registration is available at <http://www.icommutesd.com> and <http://www.zimride.com/sdsu>.

On-campus parking is by permit only and overnight parking requires a day/night use permit. Purchase or possession of a parking permit does not guarantee a parking space and parking is limited and available on a first come, first serve basis. Parking is located on the perimeter of the campus, with the remote parking serviced by free shuttle vans weekday evenings (Monday through Thursday) during the academic year. Major events at Viejas Arena may require parking location adjustment.

Visitors are directed to the Parking Information Booth at the College Avenue entrance to the campus for directions to several available pay parking lots. Permits may be purchased ahead of time at <https://aztecs.t2hosted.com>, with the ability to print the permit prior to your arrival. For further information on parking at the San Diego campus, contact Parking Services, 619-594-6671. For visitor parking at the Imperial Valley Campus, call 760-768-5500.

### San Diego State University Research Foundation

Incorporated in 1943, the San Diego State University Research Foundation is an auxiliary organization authorized by the Education Code of the State of California. It is a nonprofit corporation chartered to augment the educational, research, and community services objectives of the university. SDSU Research Foundation serves the university in the following major areas:

- Assisting faculty and staff in developing and administering federal, state, and privately funded projects.
- Seeking funding sources, offering grant-related workshops, assisting with proposal development and submission, and interpreting agency guidelines and policies.
- Developing project budgets, obtaining university approvals, and negotiating sponsored grant and contract awards.
- Assisting with staff recruitment, and purchasing support for funded projects.
- Providing technology transfer services, protecting intellectual property, commercializing technology developed at the university, and assisting spin-out companies based on SDSU inventions.
- Identifying, acquiring, and managing real property in support of sponsored programs not housed in university facilities.
- Accounting and financial reporting support for research and project funds, scholarships, institutes, and The Campanile Foundation.

SDSU Research Foundation is located in the Gateway Center at 5250 Campanile Drive. More information is available at <http://www.foundation.sdsu.edu> or by calling 619-594-1900.

### San Diego State University Press

As the scholarly press for San Diego State University, San Diego State University Press publishes works of original research, as well as other meritorious academic and creative works that will further the intellectual mission of the university. Founded in the late 1950s, San Diego State University Press is the oldest university press in the California State University system. Today, SDSU Press is guided by an editorial board made up of six scholars within SDSU's College of Arts and Letters and eight scholars from other universities. San Diego State University Press's various publication programs and imprints include: Baja California Literature in Translation, Binational Press/Editorial binacional, Code[x] Books, Hyperbole Books, The Institute for Regional Studies of the Californias, SurText, and research lectures. The current focus of the press is in these areas: Latin America and the United States-Mexico border; regional studies of the Pacific Southwest; and post-modernism. In addition to books, the press also publishes under its imprint the journals *pacificREVIEW: A West Coast Arts Review Annual* and *Poetry International*.

San Diego State University Press is controlled by an editorial committee of scholars, appointed by the SDSU senate. Financial accounting and coordination are provided by the San Diego State University Research Foundation.

### Study Abroad Programs

San Diego State University offers more than 350 study abroad programs in over 50 countries around the world. These programs range in length and type of program, increasing the possibilities for all students to be able to study abroad. For a complete listing of available study abroad programs, explore Aztecs Abroad at <http://www.sdsu.edu/aztecsabroad>.

### Joan and Art Barron Veterans Center

The Joan and Art Barron Veterans Center (JABVC), located in Student Services West, Room 1661, is the first veteran's resource center in the California State University system. The center operates as the primary and initial resource for most military affiliated services at San Diego State University. Keeping to our motto of "serving those who served," the primary mission of the staff is to assist all military

connected students – veteran, active duty, reserve, guard, and military spouses and children – with the following applicable federal and/or state Department of Veterans Affairs (VA) educational benefits:

- California Department of Veterans Affairs (CDVA) College Fee Waiver for Veterans' Dependents (Cal-Vet Fee Waiver);
- Chapter 30 (Montgomery GI Bill – Active Duty);
- Chapter 31 (Vocational Rehabilitation and Employment [VR&E]);
- Chapter 33 (Post-9/11 GI Bill);
- Chapter 35 (Dependents Educational Assistance);
- Chapter 1606 (Montgomery GI Bill – Selected Reserve);
- Chapter 1607 (Reserve Educational Assistance Program);
- Marine Gunnery Sergeant John David Fry Scholarship.

#### Federal VA Education Benefits

In order to utilize federal VA education benefits (Chapters 30, 31, 33, 35, 1606, 1607, and Fry Scholarship), students must be matriculated at SDSU (admitted into a program of study), applied for admission to a program of study (some restrictions apply), or be a "guest student" from another institution of higher learning (courses from SDSU must be transferrable to the parent school). Additionally, students must ensure the following actions are taken in order to utilize federal VA education benefits:

##### Chapter 30

- Provide the JABVC with a signed *VA Form 22-1995* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.

##### Chapter 31

- Ensure the VR&E counselor provides the JABVC with an up-to-date *VA Form 28-1905* indicating the program of study and any specific guidelines.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.
- Obtain the necessary documentation from the JABVC for books, parking pass, and other approved items after notification from the VA that the term has been certified.

##### Chapter 33

- Provide the JABVC with a copy of the *Certificate of Eligibility* in order to have tuition and fees *deferred*. Without this document, students may be required to pay tuition and fees before registering for classes.
- Provide the JABVC with a signed *VA Form 22-1995* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.

##### Chapter 35 (Dependents Educational Assistance)

- Provide the JABVC with a signed *VA Form 22-5495* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.
- Additionally, the *VA Claim Number* (with assigned suffix) must be indicated on the *Student Responsibility Agreement*.

##### Chapter 1606 (Montgomery GI Bill – Selected Reserve)

- Provide the JABVC with a signed *VA Form 22-1995* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.

##### Chapter 1607 (Reserve Educational Assistance Program)

- Provide the JABVC with a signed *VA Form 22-1995* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.

**Marine Gunnery Sergeant John David Fry Scholarship**

- Provide the JABVC with a copy of the *Certificate of Eligibility* in order to have tuition and fees *deferred*. Without this document, students may be required to pay tuition and fees before registering for classes.
- Provide the JABVC with a signed *VA Form 22-1995* the first semester attending SDSU and/or if changing a major.
- Provide the JABVC with a *Student Responsibility Agreement* every semester after registering for classes. Without this agreement, the VA will not be notified that the student wishes to use benefits.

Additionally, the following conditions to the usage of federal VA education benefits apply:

- All classes must be required for the degree objective and must not have previously been successfully completed. Refer to your degree evaluation, graduate program of study, graduate student worksheet, SDSU Academic Advising Center, and/or your department adviser to ensure all classes are applicable towards your degree objective. Deviations from the required classes must be approved by an individual authorized to make substitutions (i.e. department adviser, department chair, dean, etc.).
- Federal law requires any changes in enrollment status that may affect VA education benefits be reported. Any changes to your class schedule (i.e. adds/drops) may have an impact on your VA education benefits. If you change your schedule, notify the JABVC as soon as possible to avoid possible retroactive loss of benefits. Unauthorized withdrawal from courses may result in retroactive loss of benefits and a potential debt to the VA and/or university.
- Students placed on academic probation may continue to utilize VA education benefits for not more than two semesters. If the academic probation is carried into a third semester, the student will not be certified for VA benefits. Students that are on or facing academic probation should contact the JABVC for possible resources to improve their academic progress.
- If you change your major, you must provide the JABVC with a signed copy of *VA Form 22-1995* (VA Form 22-5495 for Ch. 35). If you add a second major or more than one minor, you will need to provide the JABVC with a copy of your degree evaluation from the Office of Advising and Evaluations. Request this early as it can take several weeks to a few months for it to be generated.
- If you are not rated at 100% under Chapter 33 (Post-9/11 GI Bill), your portion of tuition and fees must be paid by the schedule adjustment deadline each semester. If you pay tuition and fees that are covered by the GI Bill, your refund will be processed in accordance with SDSU policy and will be refunded after payment is received by the university from the VA.
- To avoid possible overpayment by the VA and additional unexpected costs to the student, all VA benefit users (especially Post 9/11 GI Bill [Ch. 33]) are encouraged to keep track of their remaining entitlement. This information is sent each semester to the student by the VA and can be obtained from <http://www.ebenefits.va.gov> or by calling 888-442-4551.
- The Post-9/11 GI Bill will pay in-state tuition (up to the percentage at which the student is rated), provide a book stipend of approximately \$42/unit (capped at \$1,000 per academic year), and provide a housing stipend based on SDSU zip code and calculated at E-5 with dependents rate established by the Department of Defense.

- Federal law requires the VA be the last payer for tuition and fees. Chapter 33 and Fry Scholarship benefit users will have financial aid (i.e. grants, loans, scholarships, etc.) specifically awarded for tuition and fees applied first towards their tuition and fee balance with the university. The VA will pay the difference up to the percentage at which the student is rated. The JABVC will report tuition to the VA at the beginning of the semester as \$0.00 in order to allow applicable housing and book stipends to be paid without delay due to factoring out applicable financial aid. The final tuition amount will be reported to the VA later in the semester for payment to SDSU. Students will receive occasional notifications from the university that their tuition has not been paid. These can generally be disregarded provided the student has been certified to the VA and rated at 100% under the Post 9/11 GI Bill. For questions, students should contact the JABVC staff.

**Out-of-State Residency**

Subject to pending or new legislation, non-resident students may have an additional fee per unit which is not covered by the GI Bill. Students utilizing Chapter 30 or 33 may qualify for an exemption of the non-resident fees provided:

- The veteran using the benefit or who transferred the benefit to a dependent spouse or child (Chapter 33 only) separated from active duty within 36 months of the first day the veteran or dependent starts classes;
- the period of active duty was 90 days or longer;
- the veteran or dependent provides SDSU with a copy of the applicable DD-214 showing the date of separation;
- the veteran or dependent provides SDSU with a copy of the Certificate of Eligibility showing entitlement to Chapter 30 or 33.

**California Department of Veterans Affairs (CDVA)  
College Fee Waiver for Veterans' Dependents  
(Cal-Vet Fee Waiver)**

The Cal-Vet Fee Waiver benefit waives the mandatory systemwide (California State University, University of California, and California Community College systems) tuition and fees, but the student is still responsible for the campus mandatory fees every semester. Students utilizing the Cal-Vet Fee Waiver Plan A, cannot receive concurrent benefits under Chapter 35, Dependents Education Assistance. Additionally, the waiver does not cover the expense of books, parking, room and board, and may not be applied towards tuition and fees paid through the College of Extended Studies. Students using the Cal-Vet Fee Waiver must provide a copy of the approval letter to the JABVC every academic year (the letter will cover fall, spring, and summer terms). Applications for the waiver must be submitted to the nearest county veterans service office.

**Non-College Degree Programs and External Degrees**

Non-college degree (NCD) programs (i.e. certificates and credentials) can be certified for federal VA education benefits if the program has been approved and is listed on the Web Enabled Approval Management System (WEAMS). Programs not listed cannot be certified for federal VA benefits. All NCD programs listed in the SDSU *General Catalog* or *Graduate Bulletin* and which are approved on WEAMS may be certified for federal VA education benefits through the JABVC following the same procedures listed above. External degree programs may also be certified for federal VA benefits through the JABVC. Students should contact the JABVC staff to ensure their requested NCD program or external degree program is approved for certification before entering into the program. The Cal-Vet Fee Waiver will not waive tuition for programs offered through the College of Extended Studies.

## Special Programs and Services

---

### College of Extended Studies

Some programs offered specifically through the College of Extended Studies may be certified for VA benefits. Students are encouraged to contact the military and veterans services representative for additional information about policy, program applicability, and certification procedures through the College of Extended Studies.

### San Diego State University – Imperial Valley Campus

Students attending the SDSU Imperial Valley Campus in Calexico, California should contact the JABVC for the latest information on certification procedures for federal/state VA education benefits.

### Additional Resources and Information

In addition to assistance with educational benefits, several other programs and resources are available for eligible students. These include, but are not limited to:

- Priority registration for eligible military students beginning the second semester of attendance (for more information, contact the Office of the Registrar);
- A one-unit transition class (not eligible for VA benefit certification) for newly enrolled military affiliated students to provide key information about student support services at SDSU;
- Access to The Bunker - a student lounge within the JABVC in which all military affiliated students can rest, relax, study, and interact with other students before, between, or after classes;
- Access to the SDSU VetSuccess on campus counselor who provides full-time assistance on all VA related issues;
- Participation in the VA work-study program allowing eligible students to work part-time while attending school (dependent upon staffing needs);
- Assistance with the VA tutorial assistance program;
- Use of the first on-campus student veterans house in the nation, affording all military affiliated students a place to study, relax, and interact with other students with similar backgrounds;
- Priority access to designated veterans living spaces on campus through the fraternity row property management office;

- Partnership with the student veterans organization at SDSU which represents the cultural niche of the military student body;
- Partnership with the veterans alumni organization at SDSU which provides mentorship, advice, and guidance from former military students to those currently attending;
- Access to veteran and military affiliated scholarships;
- Access to military specific career transition programs to assist with internships, job openings, and career opportunities.

Active duty military, veterans, and military spouses who are upper division transfers may receive additional consideration for admission. For more information, contact the JABVC.

### Points of Contact

#### Joan and Art Barron Veterans Center

Student Services West, Room 1661

<http://www.sdsu.edu/veterans>

[veterans@sdsu.edu](mailto:veterans@sdsu.edu)

619-594-5813

#### California Department of Veterans Affairs

<http://www.cdva.ca.gov>

#### College of Extended Studies

Military and Veterans Services Representative

Student Services West, Room 1661

<https://www.ces.sdsu.edu/military>

619-594-3047

#### Department of Veterans Affairs

<http://www.benefits.va.gov/gibill>

<http://www.ebenefits.va.gov>

888-442-4551

#### Web Enabled Approval Management System (WEAMS)

<http://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do>