Student Services

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. Information is available at http://career.sdsu.edu.

Career Services
Student Services, Room 1200
Telephone: 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
Aztec Career Connection (http://career.sdsu.edu) – 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. 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 and living abroad;
- Strong Interest Inventory – career assessment (fee-based).

To register on Aztec Career Connection, students use their SDSU ReDID as their user name and password to create an account.

Employers and Employment Opportunities
Career Services partners with employers to offer students a range of internships, full- and part-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. 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. Work with a career counselor to learn more, or visit Aztec Career Connection.

Career Resource Room
The career center offers students a space to explore career options. 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 to do 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 the student assistants and peer advisers.

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.

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

Counseling & Psychological Services (C&PS)
Calpulli Center, Room 4401
619-594-5220
http://www.sdsu.edu/cps

Counseling & Psychological Services (C&PS) provides a variety of services to enrolled SDSU students.

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 free for SDSU students at no cost. If a student’s situation requires longer-term therapy, referrals can be made to off-campus resources.

C&PSS 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 Test Anxiety
- Mindfulness Meditation
- Relationship Skills
- Stress Management

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 will allow 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 9:30 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 also 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, urgent appointments may be provided. Examples of urgent situations may include: thinking about suicide, a recent victim of assault, grieving the recent loss of a friend or family member. The Center for Well-Being offers resources designed to help students help themselves. Seven stations are set up to promote health and personal growth, including a Meditation Station, hands-on activities that
promote relaxation and stress reduction, pamphlets, books, audio and video tapes addressing topics such as: adult children of alcoholics, adults molested as children, assertiveness, coming out, concentration, depression, eating disorders, loneliness, motivation, relationships, self-confidence, sexual assault, stress reduction, suicide prevention, time management. The Alpha Chamber “Egg Chair” can teach your body and mind to relax. The “Egg Chair” provides an environment where students experience deep relaxation, both mentally and physically.

Other services available at C&PS include:

- Biofeedback Clinic for stress reduction;
- Bounce Back – course designed to help students on academic probation;
- Breakthrough – course designed for incoming freshmen to facilitate their transition to college;
- ASPIRE – individualized program designed for students to deal with substance use;
- Online Resources – intervention and assessment tools for anxiety, depression, disordered eating, alcohol and other substance use, trauma, stress, and relationships;
- Groups and Workshops – COPE, Mindfulness Meditation, Living with Loss, Successful Community Living, Alcoholics Anonymous.

The C&PS peer educators offer students who are selected, trained and supervised an opportunity to provide outreach to other students. The C&PS student advisory board members provide advocacy for students’ mental health needs, a service sponsored by SDSU Associated Students.

Housing Administration and Residential Education
6050 Montezuma Road
Telephone: 619-594-5742
http://www.sdsu.edu/housing

Graduate students are given preference at Piedra del Sol (PdS), Emerald Isle (EI), and Aztec Corner East apartments. These complexes are all leased on a 12-month basis. Piedra del Sol (PdS) and Emerald Isle (EI) are unfurnished; Aztec Corner East is fully furnished. Piedra del Sol (PdS) leases by the apartment and offers 66-units including two-, three-, and four-bedroom units. Emerald Isle (EI) is an older 24-unit complex offering studios and a few one- and two-bedroom units. Aztec Corner East is a 60-unit complex and leases by the individual space and by the whole apartment.

Graduate students may also choose one of the eight traditional residence halls including Chapultepec, Tenochca, Zura, or University Towers. Students needing housing over the breaks may select University Towers, which remains open over Thanksgiving, winter, and spring breaks. These halls house students for the academic year. Early application and supervised an oppor is highly recommended. Space is reserved on a first-come, first-serve available basis. You may request a License Agreement by visiting the SDSU WebPortal under the housing section.

The Villa Alvarado Apartments are a 90-unit complex and are available for the academic year by License Agreement. These furnished two bedroom apartments offer double accommodations for four residents. A full-time professional residence hall coordinator and six part-time resident advisers live on-site and offer a residential education program in support of community living. Early application and contracting is highly recommended.

Intercultural Relations/ Cross-Cultural Center
Aztec Center, Room 202
Telephone: 619-594-7057
http://www.sa.sdsu.edu/intercultural

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

Intercultural Relations 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 a special emphasis towards underrepresented student populations.

Many of the programs and services expand students’ cultural horizon while honoring their respective cultural experiences. Intercultural Relations works in conjunction with a number of university departments and colleges to conduct programs related to recruitment, orientation, retention, and graduation in addition to academic, personal, professional and cultural development, which foster skills and strategies for being successful at SDSU.

International Student Center (ISC)

International Student Center
Telephone: 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 a 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 1,900 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. The InterNational Partners Program provides service-learning opportunities for international students in the San Diego community by linking students and local community service organizations. In addition, the ISC invites, faculty, staff, and the community to become American friends to international students new to SDSU and to participate in the many events listed in the ISC calendar of intercultural activities. These include the International Coffee Hour, International Peace Village, Intercultural Workshops, and International Film Festivals.

International Student Exchanges

In addition to the CSU International Programs, San Diego State University also sponsors semester abroad, dual degree programs, and travel-study programs. SDSU has also entered into special institutional arrangements with selected universities that provide both undergraduate and graduate students the opportunity for study, research, and internships abroad. Currently San Diego State University has student agreements with many international partners. SDSU’s International Student Center assists students who wish to participate in an exchange or other SDSU program. For detailed information, contact the International Student Center at 619-594-1982.

For more information about the university’s international programs, contact the Office of International Programs, 619-594-1354, e-mail oip@mail.sdsu.edu or visit our Web site at http://oip.sdsu.edu.

Study Abroad Students

The International Student Center provides services to all students who want to study abroad as part of their educational experience at SDSU. The ISC serves as SDSU’s study abroad resource center and it acts as a window to the world for students beginning the 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.
International Programs pays all tuition and administrative costs for participating California resident students to a similar extent that such funds would be expended to support similar costs in California. Participants are responsible for all tuition and program fees, personal costs, such as transportation, room and board, and living expenses. Financial aid, with the exception of Federal Work-Study, is available to qualified students.

To qualify for admission to the International Programs, in most programs, students must have upper division or graduate standing at a CSU campus by the time of departure. Students at the sophomore level may, however, participate in the intensive language acquisition programs in Canada, China, France, Germany, Korea, Mexico, Sweden and Taiwan. California Community Colleges transfer students are eligible to apply directly from their community colleges. Students must also possess a current cumulative grade point average of 2.75 or 3.0, depending on the program for which they apply. Some programs also have language study and/or other coursework prerequisites.

Additional information and application materials may be obtained on campus, or by writing to The California State University International Programs, 401 Golden Shore, Sixth Floor, Long Beach, California 90802-4210. Visit our Web site at http://www.calstate.edu/ip.

Ombudsman

Student Services, Room 1105
Telephone: 619-594-6578
http://www.sa.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 ombudsmen are independent and impartial agents who help individuals and groups seeking the resolution and correction of complaints. The ombudsmen act as liaisons 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. Students who have a complaint not be resolved at the referral level, the ombudsmen may act as mediators 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://www.sa.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 documentation to Student Disability Services.

Services available to SDS students include an assistive computer technology lab (the High Tech Center) where students may use standard or assistive computer technology for assignments and may receive tutoring for their writing. Other services available when appropriate include priority registration for students demonstrtated need; transportation on campus; accessibility information; provision of...
Student Health Services

Calpulli Center
Telephone: 619-594-5281
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 basic medical services. Some services, including annual Pap smears and pharmacy, require a minimal fee. We accept California’s Family PACT program that covers the costs of contraception and sexually transmitted disease testing and treatment. Charges associated with these services are dramatically lower than those found elsewhere. This care is provided at Student Health Services, located in Calpulli Center, where health care providers offer a wide range of programs and services.

Services include medical care by physicians board certified in family medicine, internal medicine, orthopedics, psychiatry, dermatology, and preventive medicine; and by certified primary care nurse practitioners; laboratory; x-ray, eye care, and dental services; a pharmacy which dispenses prescriptions and over-the-counter items at cost; physical therapy; health-related counseling and campuswide health education programming offered by the Health Promotion Department. Students are responsible for the cost of their medical care.

REQUIRED: Proof of Immunity Against Measles, Rubella, and Hepatitis B

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 at least one immunization for measles and rubella given after the first birthday and after 1968. (All students are encouraged to consider a second measles immunization.)

Students may fulfill the immunization requirement by bringing or sending medical documentation as proof of immunization to Student Health Services. Positive laboratory evidence of measles and rubella is also a way to prove immunization status. Students may also receive immunization at a cost at Student Health Services. For more information, call 619-594-5281.

Important: Students who have not complied with this California State University mandate prior to the registration deadline will not be able to register for classes their second semester.

Hepatitis B

All new students who will be 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 may fulfill the immunization requirement by bringing or sending medical documentation of immunization or positive laboratory evidence of hepatitis B to Student Health Services. Students may also receive low cost immunization at Student Health Services. For more information, call 619-594-5281.

Important: Students who do not comply with this California State University mandate 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. Students must provide proof of completion of the vaccine series to Student Health Services.

Immunization documentation can be mailed to SDSU Student Health Services. Immunization Program, 5500 Campanile Drive, San Diego, CA 92182-4701, brought to the Calpulli Center information window or faxed to 619-594-7469 (include name, address, telephone number, date of birth; and SDSU RedID number). 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 who reside in campus residence halls;
- Students who obtained their primary and secondary schooling outside the United States;
- Students enrolled in dietetics, medical technology, nursing, physical therapy and any practicum, student teaching, or fieldwork involving children or taking place in a hospital or health care setting.

Meningococcal Disease

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 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. The current vaccine is fairly effective against the majority of the strains of this bacterium, but unfortunately its immunity effect declines over a few years. 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 vaccine is 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: tetanus, diphtheria, pertussis (whooping cough), polio, mumps, chicken pox (varicella) and Hepatitis A. Like measles, these too can be particularly harmful in the college-age group. These immunizations are available at reduced cost at Student Health Services. Flu shots are available annually, as well.

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.

Appointments

Students without acute or urgent problems are encouraged to make appointments in advance. Those with problems requiring immediate medical attention may make same-day appointments. All appointments can be made by either calling Student Health Services or visiting the Information Booth on the first floor of Calpulli Center. Student Health Services is open twelve months of the year. Services are available from 8:30 a.m. to 5:00 p.m. Monday, Tuesday, Wednesday, Friday, and on Thursday from 9:15 a.m. to 4:30 p.m. 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. They may use an informational letter explaining the Student Health Services policy that is available from our office and on our Web site at http://shs.sdsu.edu. 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 Services

Student Health Advisory Board

Students can participate in the clinic activities and offer important feedback about services through membership on the Student Health Advisory Board (SHAB) sponsored by Associated Students. Members not only work with clinic staff on a variety of health education projects, but also act as liaison between the SDSU student body and Student Health Services. SHAB members and 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 SDSU University Police, 619-594-1991.

SDSU students are regarded by the university as adults. Accordingly, 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 is providing 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 liability, accident, or health coverage to students. Through the Associated Students, a supplemental health insurance policy is available and recommended to students having no private medical or accident insurance coverage. The insurance includes hospitalization benefits and specified medical and surgical services. The policy may be purchased per semester or on a yearly basis. An open enrollment period is available the beginning of each fall semester and the policy may be purchased at 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.

Student Life & Leadership

Student Services West, Room 1661
619-594-5221

- Civic Learning and Community Engagement – offers programs and resources to SDSU students, faculty, staff, and community members interested in participating in community service and service-learning. http://www.sa.sdsu.edu/ccbs/

- Fraternity and Sorority Life – is currently comprised of 46 social fraternities and sororities, including both general and culturally based organizations, represented by four governing councils. For more information, refer to Fraternity and Sorority Life in this section of the catalog or http://www.greeklife.sdsu.edu

- Leadership Programs – personal growth events and activities, including the Leadership Certificate Program, leadership and personal growth workshops, a special leadership class for credit, and the Quest for the Best Vice Presidential Student Service awards.

- Student Organizations and Activities – facilitates on-campus status for student organizations, implementation of policies and procedures with regard to student activities, and approval of all on-campus activities, including fundraising events. http://www.sac1.sdsu.edu/studentorgs

Student Rights and Responsibilities

Student Services, Room 1604
619-594-3069
http://www.sa.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 office 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.

Office of Judicial Affairs. 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 SDSU’s Statement of Student Rights and Responsibilities, visit http://www.sa.sdsu.edu/srr.

Student Testing, Assessment and Research (STAAR)

Student Services, Room 2549
619-594-5216
FAX 619-594-5036
http://www.sdsu.edu/testoffice

The Student Testing, Assessment and Research (STAAR) Office 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. Test scoring and analysis services are also provided for classroom tests. Additionally, the office also conducts a comprehensive program to measure the needs, attitudes, perceptions, behaviors of students, identify factors affecting retention, progression to degree, academic success, and assesses the effectiveness of Student Affairs programs and services.

Test dates for San Diego State University competency and placement tests are listed on the STAAR Web site. Advance reservations as well as fee payments are required for most tests. The Student Testing, Assessment and Research Office will provide students with test dates and registration procedures for major national examinations in the form of a bulletin of information or with the address of the testing service. Reservations for computer-based tests can be made at the Student Testing, Assessment and Research Office, 619-594-0968. Students who are interested in assessments for counseling or career planning must contact Counseling and Psychological Services or Career Services respectively. Special arrangements for disabled students are made through Student Disability Services.

Although competency test requirements are monitored by various offices on campus, the Student Testing, Assessment and Research Office will attempt to assist students in signing up for the required examinations or refer them to the proper agency.

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