

# Academic Advising

Questions related to requirements in your major should be directed to your major adviser.  
Visit <http://www.sdsu.edu/majoradvisers>.

## Mission and Purpose

The Academic Advising Center works with the university community to encourage and promote student learning in a welcoming and supportive environment. We clarify university policies, procedures, and requirements to ensure student retention and timely graduation. The center staff facilitates academic responsibility and competence by educating students to use resources effectively.

## Why Academic Advising Is Important

Completing the requirements for your degree in a timely manner requires planning. Academic advisers can help you develop your academic plan. Don't wait until you have a problem to see an adviser. Let the adviser help you prevent any problems. The sooner you make the decision about what your major will be, the better you can plan your academic program. There are many program choices available at SDSU. An adviser can assist you with this decision process. Choosing the major that is right for you and compatible with your life goals will enhance your academic success. Requirements, policies, and procedures may change from year to year. Advisers can clarify which changes may affect you and which will not.

## Advising Is Available to Help Students

- Understand graduation requirements
- Develop an academic plan
- Evaluate transfer credit
- Choose or change a major
- 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 Web site located at <http://www.sdsu.edu/mymap> was created to help first-time freshmen 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, Room 1551 (north of Aztec Center).

Visit <http://www.sdsu.edu/advising>.

## What Are the Students' Responsibilities Regarding Advising?

**Purchase a General Catalog.** Know your catalog year (or years) for your General Education requirements and for your major requirements and be sure you have a copy of this catalog. Provided you maintain your enrollment at SDSU, this catalog or these catalogs establish the requirements you must complete for graduation. Details regarding catalog rights are listed under Graduation Requirements in this section of the catalog.

**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. If you plan to enter a professional school (medicine, dentistry, veterinary medicine), see your preprofessional adviser during your first year at SDSU. Visit <http://www.sdsu.edu/preprof>.

**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 file a graduation application 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://arweb.sdsu.edu/es/registrar/apply.html>.

## Where To Go For Academic Advising

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, Room 1551, 619-594-6668.

For advising in your undergraduate or graduate major, contact the adviser or advising center assigned to your major and class level. A more detailed listing follows. You may also visit

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

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

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

For teaching credential advising, contact the adviser assigned to your specific area. A more detailed listing follows. Teachers holding preliminary California credentials issued on the basis of programs completed at other universities or in other states, may secure program advising from the Credentials Processing Center, Education and Business Administration, Room 259, 619-594-5964.

For specialized advising such as preprofessional advising (pre-medical, prelaw, etc.), contact the adviser assigned to your preprofessional area. A more detailed listing follows 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 group advising. Visit <http://www.sdsu.edu/orientation>.

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

### Advising Centers

Academic Advising Center ..... 619-594-6668  
 Student Services, Room 1551 ..... FAX 619-594-1553

There are many types of advisers at SDSU. 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.

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. A directory of advisers, available at <http://www.sdsu.edu/majoradvisers>, provides a list of major advisers, preprofessional advisers, EOP advisers, athletic advisers, and their office hours.

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

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

Educational Opportunity/Ethnic Affairs  
 Student Services, Room 2109 ..... 619-594-6298  
 Monday through Friday, 8:00 a.m. - 4:00 p.m.

### PREPROFESSIONAL ADVISING

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

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

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

### COLLEGE OF ARTS AND LETTERS

Assistant Dean ..... 619-594-6270  
 Arts and Letters, Room 202  
 Africana Studies  
 Arts and Letters, Room 373 ..... 619-594-6531  
 American Indian Studies (Minor)  
 Arts and Letters, Room 331 ..... 619-594-6991  
 Anthropology  
 Arts and Letters, Room 448 ..... 619-594-5527  
 Arabic  
 Education and Business Administration, Room 327 ..... 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  
 Education and Business Administration, Room 327 ..... 619-594-5268  
 Classics and Humanities  
 Arts and Letters, Room 662 ..... 619-594-5186  
 Economics  
 Nasatir Hall, Room 304 ..... 619-594-1675  
 English and Comparative Literature  
 Arts and Letters, Room 226 ..... 619-594-5307  
 Filipino  
 Education and Business Administration, Room 327 ..... 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  
 Storm Hall, Room 323 ..... 619-594-5437  
 German and Russian  
 Education and Business Administration, Room 304 ..... 619-594-6313  
 Hebrew  
 Education and Business Administration, Room 327 ..... 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  
 Nasatir Hall, Room 116 ..... 619-594-4099  
 Japanese  
 Education and Business Administration, Room 327 ..... 619-594-5268  
 Jewish Studies (Minor)  
 Arts and Letters, Room 588 ..... 619-594-5338  
 Latin American Studies  
 Arts and Letters, Room 377 ..... 619-594-1103  
 Linguistics and Asian/Middle Eastern Languages  
 Education and Business Administration, Room 327 ..... 619-594-5268  
 Philosophy  
 Arts and Letters, Room 446 ..... 619-594-5263  
 Political Science  
 Nasatir Hall, Room 127 ..... 619-594-6244  
 Religious Studies  
 Arts and Letters, Room 662 ..... 619-594-5185  
 Russian and Central European Studies  
 Education and Business Administration, Room 304 ..... 619-594-5111  
 Social Science  
 Arts and Letters, Room 588 ..... 619-594-6344  
 Sociology  
 Nasatir Hall, Room 203 ..... 619-594-4826  
 Spanish and Portuguese  
 Arts and Letters, Room 134 ..... 619-594-6588  
 Urban Studies  
 Professional Studies and Fine Arts, Room 100 ..... 619-594-6472

## Academic Advising

Vietnamese  
Education and Business Administration, Room 327 ..... 619-594-5268  
Women's Studies  
Arts and Letters, Room 346 ..... 619-594-6524

### 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 Web site: <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  
Student Services, Room 3428  
Graduate Web site: <http://www.sdsu.edu/mba>  
MBA (various specializations)  
MS in Accountancy  
MS in Business Administration (various concentrations)  
MBA/MA in Latin American Studies

### COLLEGE OF EDUCATION (Degrees, Credentials, and Certificate Programs)

Assistant Dean for Student Affairs  
Education and Business Administration, Room 346N .... 619-594-1426  
Office of Student Services  
Education and Business Administration, Room 259 ..... 619-594-6320  
Administrative, Rehabilitation and Postsecondary Education  
3590 Camino del Rio North ..... 619-594-6115

#### Certificate Programs

Community College Teaching  
Rehabilitation Administration  
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 179 ..... 619-594-6109

#### Service Credentials

Pupil Personnel Services  
School Counseling  
School Psychology

#### Certificate Program

Cultural and Community Trauma Studies

Educational Leadership  
North Education, Room 166 ..... 619-594-4063  
Administrative Services

Educational Technology  
North Education, Room 280 ..... 619-594-6718  
Distance Education Certificate  
Instructional Software Design Certificate

Master's Programs  
See individual department listings

#### Doctoral Programs

Educational Leadership (PreK-12 School Leadership):  
Department of Educational Leadership,  
North Education, Room 166 ..... 619-594-4063  
Educational Leadership (Community College/Postsecondary  
Leadership): Department of Administration, Rehabilitation and  
Postsecondary Education, 3590 Camino del Rio North,  
San Diego, CA 92108-1716 ..... 619-594-6115  
SDSU/CGU: Education and Business Administration,  
Room 246 ..... 619-594-1120  
SDSU/USD: Education and Business Administration,  
Room 246 ..... 619-594-0909

Nursing (Health Services—School Nurse)  
Hardy Tower, Room 58 ..... 619-594-5495/594-6384  
Policy Studies in Language and Cross-Cultural Education  
Education and Business Administration, Room 248 ..... 619-594-5155  
Multiple and Single Subject B/CLAD Emphasis  
CLAD or BCLAD Credential in Mexico  
BCLAD Certificate  
Language Development Specialist Certificate  
Social Work  
Hepner Hall, Room 119 619-594-5197  
Pupil Personnel Services  
Child Welfare and Attendance  
School Social Work

Special Education  
North Education, Room 70 ..... 619-594-6665

#### Specialist Credentials

Early Childhood Special Education  
Mild/Moderate Disabilities  
Moderate/Severe Disabilities

#### Certificate Programs

Bilingual (Spanish) Special Education  
Developing Gifted Potential  
Early Childhood Special Education

Speech, Language, and Hearing Sciences  
Speech, Language, and Hearing, Room 121 ..... 619-594-6774  
Clinical-Rehabilitative Services

#### Teacher Education

Education and Business Administration, Room 255 ..... 619-594-6131  
Multiple Subject and Single Subject  
Reading/Language Arts Specialist

### COLLEGE OF ENGINEERING

Assistant Dean  
Education, Room 100B ..... 619-594-7007  
Aerospace Engineering and Engineering Mechanics  
Engineering, Room 308 ..... 619-594-6074  
Civil, Construction, and Environmental Engineering  
Engineering, Room 424 ..... 619-594-6072  
Electrical and Computer Engineering  
Engineering, Room 426 ..... 619-594-7013  
Mechanical Engineering  
Engineering, Room 328B ..... 619-594-6067

### COLLEGE OF HEALTH AND HUMAN SERVICES

Assistant Dean  
Education, Room 154 ..... 619-594-6151  
Gerontology  
Hepner Hall, Room 203 ..... 619-594-6765  
Nursing  
Hardy Tower, Room 58 ..... 619-594-2540  
Public Health  
Hepner Hall, Room 129 ..... 619-594-5528  
Social Work  
Hepner Hall, Room 119 ..... 619-594-5710  
Speech, Language, and Hearing Sciences  
Speech, Language, and Hearing, Room 118 ..... 619-594-6774

### 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, Design, and Art History  
Art, Room 505 ..... 619-594-6511

Communication	
Communication, Room 233 .....	619-594-3444
Exercise and Nutritional Sciences (Foods and Nutrition, Kinesiology)	
Exercise and Nutritional Sciences, Room 331 .....	619-594-5161
Hospitality and Tourism Management	
Professional Studies and Fine Arts, Room 436.....	619-594-4964
International Security and Conflict Resolution	
Nasatir Hall, Room 116 .....	619-594-4099
Journalism and Media Studies	
Professional Studies and Fine Arts, Room 361.....	619-594-5450
Military Science (Minor)	
Exercise and Nutritional Sciences, Room 451 .....	619-594-4943
Music and Dance	
Music, Room 111 .....	619-594-6031
Naval Science (Minor)	
Communication, Room 130 .....	619-594-3730
Public Affairs (Criminal Justice, Public Administration)	
Professional Studies and Fine Arts, Room 100 .....	619-594-6084
Recreation and Tourism Management	
Professional Studies and Fine Arts, Room 436 .....	619-594-4964
Theatre, Television, and Film	
Dramatic Arts, Room 204 .....	619-594-6363
Urban Studies	
Professional Studies and Fine Arts, Room 100 .....	619-594-6472

**COLLEGE OF SCIENCES**

Assistant Dean	
Geology/Mathematics/Computer Science, Room 321 .....	619-594-5350
Astronomy	
Physics/Astronomy, Room 210A .....	619-594-6182
Biology	
Life Sciences, Room 135 .....	619-594-6442
Bioengineering	Microbiology
Cellular and Molecular	Medical Technology and
Ecology	Public Health Microbiology
Evolution and Systematics	Zoology
Marine Biology	
Chemistry and Biochemistry (Chemical Physics)	
Geology/Mathematics/Computer Science, Room 209 ..	619-594-5595
Computer Science	
Geology/Mathematics/Computer Science, Room 413.....	619-594-6191
Geological Sciences	
Geology/Mathematics/Computer Science, Room 237 .....	619-594-5586
General Geology	Hydrogeology
Engineering Geology	Marine Geology
Geochemistry	Paleontology
Geophysics	Oceanography (Minor)
International Security and Conflict Resolution	
Nasatir Hall, Room 116 .....	619-594-4099
Mathematics and Statistics	
Geology/Mathematics/Computer Science, Room 413 .....	619-594-6191
Oceanography (Minor)	
Geology/Mathematics/Computer Science, Room 237 .....	619-594-5707
Physics (Chemical Physics)	
Physics, Room 131 .....	619-594-6240
Preprofessional Health Advising	
Geology/Mathematics/Computer Science, Room 323.....	619-594-6638
Psychology Advising Center	
Life Sciences, Room 03 .....	619-594-5412

**DIVISION OF UNDERGRADUATE STUDIES**

Assistant Dean	
Administration, Room 101.....	619-594-5841
Also advising in:	
Honors Program .....	619-594-2872
Interdisciplinary Studies in Three Departments...	619-594-5841
Liberal Studies (Administration, Room 103) .....	619-594-0597

**DIVISION OF GRADUATE AFFAIRS**

Associate Dean	
Student Services, Room 1410 .....	619-594-5213
Monday–Thursday, 10:00 a.m.–4:30 p.m.	
Advisement concerning general requirements (except for the major). A departmental graduate adviser is available in all programs offering graduate degrees.	

**IMPERIAL VALLEY CAMPUS ADVISING**

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

**Undergraduate**

Criminal Justice, Psychology, Public Administration	
Barbara Romero.....	760-768-5509
English	
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	
Miguel Rahiotis.....	760-768-5502
Nursing	
Helina Hoyt.....	760-768-5680

**Graduate**

MA in Education	
Dr. Gregorio A. Ponce .....	760-768-5512
Master of Public Administration	
Dr. Michael J. Sabath .....	760-768-5615
MS in Business Administration	
International Business	
Miriam Ungson .....	760-768-5505
Teacher Education	
Dr. Gregorio A. Ponce .....	760-768-5512

**Catalog, Bulletin, and Class Schedule**

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

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

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

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

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

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