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Welcome to California State University Fullerton's graduate education programs!

The Graduate Student Handbook serves as a ready reference of information about graduate education policies, campus life, resources, and opportunities at Cal State Fullerton. Cal State Fullerton offers 54 graduate degree programs, including two doctorates (EdD. and D.N.P.), across a diversity of disciplines in eight colleges, and guided by 2151 full and part-time faculty. Your years as a graduate student will likely be some of the most memorable and impactful of your life. The personal connections you make, knowledge you gain, and experiences you have will enrich your life.

Take full advantage of all the opportunities and resources available to you at CSUF: The Graduate Student Success Center, scholarships and fellowships, research opportunities, networking, and more!

If you have any questions along the way - Ask!

Each program or department has a designated faculty Graduate Program Advisor who, along with your faculty committee and department support staff, are your first, key points of contact.

In addition, more details about policies can be found in the University Catalog Online: catalog.fullerton.edu.

The Office of Graduate Studies is here to help answer questions and provide advice.

Office of Graduate Studies

📍 McCarthy Hall 112
📞 (657) 278-2618
📧 (657) 278-7590
✉️ GradStudiesRecept@fullerton.edu
🌐 www.fullerton.edu/graduate
About the Office of Graduate Studies

The Office of Graduate Studies serves the University as the central office for graduate students, including graduation, academic status, fellowships and other funding, academic support, and enrollment policies. The Office oversees the Graduate Student Success Center (located in the Pollak Library, room South 365) where students find quiet study space, networking and mentoring opportunities, advising, tutoring, and other activities. The Center is also the site of the SGSA graduate student club’s Food Pantry, as well as many workshops and presentations.

The Office of Graduate Studies implements several graduate scholarships, grants, and fellowships, including the Graduate Equity Fellowship, CSU Pre-doctoral Fellowship, Chancellor’s Doctoral Incentive Program, SOAR grant ELevar Scholars Program, and the Giles T. Brown Travel Grants for graduate student conference travel. Newsletters and other publications from the Office of Graduate Studies, plus social media and website, disseminate news about opportunities and funding for graduate students. The U.S. Dept. of Education’s grant “SOAR” (a Title V, pt. B, PPOHA program) is implemented by the Office of Graduate Studies; the grant seeks to support Hispanic graduate student achievement through academic services and support.

The Office of Graduate Studies is also a University leader in graduate curriculum development and a resource on state regulations and campus policies, overseeing implementation of guidelines and procedures for graduate students and supporting the Graduate Program Advisors. The University’s Thesis/Dissertation Reader reviews all master’s theses, doctoral dissertations and doctoral projects for the Office of Graduate Studies, a final step before graduation.

Graduate Student Responsibilities

Each student has the responsibility to understand and apply University policies. Key policies include (but are not limited to) understanding and completing all academic prerequisites, maintaining grading standards, filing an official Study Plan before 13 units of Study Plan course work have been completed, meeting the degree program requirements of the specific degree you are seeking, and applying for a Grad Check in a timely manner according to the published deadlines. It is advisable for the student to maintain a personal file of transcripts and other evidence of grades and achievements, and to have these documents available whenever seeking advisement.
Degree Programs

- **Accountancy M.S.**
  https://business.fullerton.edu/programs/graduate/specialty/ms-accountancy.html

- **American Studies M.A.**
  http://amst.fullerton.edu/graduate.aspx

- **Anthropology M.A.**
  http://anthro.fullerton.edu/Academics/MasterOfArts.aspx

- **Art M.A., M.F.A.**
  http://www.fullerton.edu/arts/art/students/areas_of_study/graduate-1.php
  http://www.fullerton.edu/arts/art/students/areas_of_study/graduate-4.php
  - (Art) History
  - Ceramics
  - Crafts
  - Drawing and Painting
  - Exhibition Design
  - Glass
  - Graphic and Interactive Design
  - Illustration
  - (Creative) Photography
  - Sculpture

- **Biology M.S.**
  http://www.fullerton.edu/biology/grads/

- **Business Administration M.B.A.**
  http://business.fullerton.edu/programs/graduate/mba/compare-programs.html
  - Accounting
  - Business Analytics
  - Entrepreneurship
  - Finance
  - General
  - Information systems
  - Management
  - Marketing
  - Marketing Analytics
  - Organizational Leadership
  - Risk Management and Insurance

- **Chemistry M.S., M.A.**
  http://chemistry.fullerton.edu/programs/graduate-program/m-s-chemistry-overview
  - Analytical
  - Biochemistry
  - Inorganic
  - Organic
  - Physical
  - Geochemistry

- **Civil Engineering M.S.**
  http://www.fullerton.edu/ecs/cee/current/graduate/index.php
  - Environmental Engineering

- **Communications M.A.**
  http://communications.fullerton.edu/
  - Communications in Tourism and Entertainment
  - Mass Communications Research and Theory
  - Professional Communications

- **Communication Studies M.A.**
  http://catalog.fullerton.edu/preview_program.php?catoid=1&poid=304

- **Communicative Disorders M.A.**
  http://communications.fullerton.edu/hcom/hcom-cd-ma.php

- **Computer Engineering M.S.**
  http://www.fullerton.edu/ecs/cpe/degrees/masters/

- **Computer Science M.S.**
  http://www.fullerton.edu/ecs/cs/degree/graduate.php

- **Counseling M.S.**
  http://hhd.fullerton.edu/counsel/
  - Marriage and Family Therapy

- **Economics M.A.**
  https://business.fullerton.edu/GradPrograms/specialty/ma-economics.html

- **Education M.S.**
  http://ed.fullerton.edu/future-students/masters-programs/
  - Bilingual-bicultural Education (Spanish-English)
  - Education Administration
  - Educational Technology

- **Elementary Curriculum and Instruction**
- **Higher Education**
- **Literacy and Reading**
- **Secondary Education**
- **Special Education**
- **T.E.S.O.L.**

- **Educational Leadership Ed.D.**
  http://ed.fullerton.edu/eddd/
  - Community College Leadership
  - Pre K-12 Leadership

- **Electrical Engineering M.S.**
  www.fullerton.edu/ecs/ee

- **English M.A.**
  http://english.fullerton.edu/academics/eng_grad_program/

- **Environmental Engineering M.S.**
  http://www.fullerton.edu/ecs/env/

- **Environmental Studies M.S.**
  http://hss.fullerton.edu/envstud/
  - Environmental Sciences and Technology
  - Environment and Society

- **Geography M.A.**
  http://geography.fullerton.edu/academics/graduate/

- **Financial Engineering and Risk Management M.S.**

- **Geology M.S.**
  http://www.fullerton.edu/geology/masters/masters.php

- **Gerontology M.S.**
  http://hss.fullerton.edu/gerontology/

- **History M.A.**
  http://hss.fullerton.edu/history/academics/graduate_prog.aspx
  - Chicana/o Studies
  - Public History
Information Systems M.S.
http://business.fullerton.edu/programs/graduate/specialty/ms-information-systems.html
• Business Analytics
• Decision Sciences

Information Technology M.S.
http://business.fullerton.edu/programs/graduate/specialty/msit-online-program.htm
• Data Science
• Management

Instructional Design and Technology M.S.
http://ed.fullerton.edu/msidt/

Kinesiology M.S.
http://hhd.fullerton.edu/knes/programs/MS_Knes/index.htm

Linguistics M.A.
http://english.fullerton.edu/academics/ling_grad_program/
• Applied Linguistics
• Anthropological Linguistics
• Analysis of Specific Language Structure
• Communication and Semantics
• Disorder of Communication
• Language and Mind
• Language and Society

Mathematics M.A.
http://math.fullerton.edu/programs/master-s-degree-programs
• Applied Mathematics
• Teaching Mathematics

Mechanical Engineering M.S.
http://www.fullerton.edu/ecs/me/degrees/masters.php

Music M.A., M.M.
http://www.fullerton.edu/arts/music/students/prospective_grad_student.php
• Music History and Literature
• Music Education
• Piano Pedagogy
• Performance
• Theory-Composition

Nursing M.S.
http://nursing.fullerton.edu/
• Nurse Anesthetist
• Nurse Educator
• Nursing Leadership
• School Nursing
• Women's Health Care

Nursing Practice D.N.P.
http://nursing.fullerton.edu/programs/dnp/

Physics M.S.
https://physics.fullerton.edu/programs/masters-degree

Political Science M.A.
http://hss.fullerton.edu/paj/PoliticalScience/

Psychology M.A., M.S.
http://psychology.fullerton.edu/academics/graduate.aspx

Public Administration M.P.A.
http://hss.fullerton.edu/paj/PublicAdministration/pub_admin_gr.aspx
• Criminal Justice
• Human Resources
• Public Finance Management
• Urban Management

Public Health M.P.H.
http://hhd.fullerton.edu/hesc/Programs/MPH/

Screenwriting M.F.A.
http://communications.fullerton.edu/ctva/

Social Work M.S.W.
http://hhd.fullerton.edu/MSW/
• Aging
• Child Welfare
• Community Mental Health

Sociology M.A.
http://hss.fullerton.edu/sociology/academics/graduate.aspx

Software Engineering M.S.
http://www.fullerton.edu/ecs/mse/

Spanish M.A.
http://hss.fullerton.edu/nil/academics/spanish/ma_spanish.aspx
• Chicana/o Studies

Statistics M.S.
http://math.fullerton.edu/programs/master-s-degree-programs/statistics

Taxation M.S.
http://business.fullerton.edu/programs/graduate/specialty/ms-taxation.html

Theatre Arts M.F.A.
http://www.fullerton.edu/arts/theatre/students/areas_of_study.php
• Acting
• Design and Technical Production
• Directing
### Fall Semester 2017 Academic Calendar

**August**
- August 01: Initial period for filing application for admission to the Spring 2018 semester begins.
- August 17: Academic year begins
- August 19: First day of classes

**September**
- September 01: Deadline to enroll in GRAD 700 for Fall 2017 through Extended Education (no late fee)
- September 04: Labor Day
- September 11: Grad Check Online Application Deadline for students graduating Fall 2017 (January 2018)
- September 19: Deadline to enroll in GRAD 700 for Fall 2017 through Extended Education (late fee)

**October**
- October 01: Initial period for filing application for admission to the fall 2018 semester begins
- October 09: Columbus Day
- CAMPUS OPEN

**November**
- November 10: Veterans Day
- CAMPUS CLOSED
- November 20 - 26: Fall Recess
- NO CLASSES
- CAMPUS OPEN 11/20-11/22
- CAMPUS CLOSED 11/23-11/24
- November 21: Deadline for submitting THESIS or DISSERTATION to Graduate Studies
- Thesis/Dissertation Reader for January 2018 (Fall) graduation.

**December**
- December 08: Last day of classes
- December 09 - 15: Semester examinations
- December 16: First day of INTERSESSION classes
- December 25, 2016 - January 01, 2018: Winter Recess
- CAMPUS CLOSED

### Spring Semester 2018 Academic Calendar

**January**
- January 18: Semester begins
- January 20: First day of classes

**February**
- February 12: Grad Check Online Application Deadline for students graduating Spring 2018 (May 2018)
- February 29: Presidents’ Day
- CAMPUS CLOSED

**March**
- March 12: Grad Check Online Application Deadline for students graduating Summer 2018 (August 2018)

**April**
- April 02: Classes resume
- April 27: Deadline for submitting THESIS or DISSERTATION to Graduate Studies
- Thesis/Dissertation Reader for Spring 2018 graduation

**May**
- May 11: Last day of classes
- May 12 - 18: Semester examinations
- May 19 - 20: Commencement Exercises
ENROLLMENT

น้องRegistering for Classes(139,173),(334,225)

Registration for classes involves two steps:

- **Class enrollment**
  - Students may access the current Class Schedule and a Web Tutorial on registering at TITAN Online at: admissions.fullerton.edu/currentstudent/registration.php

- **Fee Payment**
  - Registration fees may be paid through TITAN Online, in person or by mail. For detailed information visit: http://sfs.fullerton.edu/

(569,173),(705,225)

Registration Deadlines

For term specific registration guides, deadlines and payment options refer to:
admissions.fullerton.edu/currentstudent/registration.php
The last day to register for each semester will be announced in the online Class Schedule. Late registrants must pay a $25 late registration fee in addition to regular tuition and fees.

Cost of Attendance

The estimated cost of attendance reflects estimated expenses for the nine month academic year. Standard expenses include the cost of state tuition fees, books and supplies for two semesters of full-time enrollment, as well as an allowance for room and board and other living expenses based on where you plan to live while in school. 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. All listed fees, other than statewide fees are subject to change upon approval. For current fee information and FAQs refer to the Financial Aid website: www.fullerton.edu/financialaid/costs

Payment Information

Information about payment due dates, payment options and locations, credit card processing fees, payment plans, and receipts are all available online or in the Financial Services office. For further information, contact the Financial Services at: http://sfs.fullerton.edu/paymentinformation/ or (657) 278-2495.

Dropping Classes and Refund of Fees

Students may drop classes and add classes to their programs of study during the first two weeks of instruction (the specific deadline is printed in the Registration Guide and Online Class Schedule each semester, which can found at: admissions.fullerton.edu/currentstudent/guides/F2016.pdf). They are subject to the withdrawal policy contained in the “University Regulations” section of the University Catalog: catalog.fullerton.edu. In all instances, dropped classes must be officially dropped by the student; students not attending class are not dropped automatically.

Dropping classes may entitle you to a fee refund. For further information, contact the Student Financial Services Office at: http://sfs.fullerton.edu/refunds/Default.asp or (657) 278-2495.

Transfer Credit

Graduate students may request to apply a limited amount of transfer course work towards unit requirements for a master’s degree. The use of transfer course work on a student’s Study Plan is subject to the following provisions:

- Each course being transferred must:
  1. Have been taken at an accredited college or university
  2. Be acceptable for credit toward a graduate degree at the institution where the course work was taken
  3. Have been completed with a grade of “B” (3.00) or better
  4. Not have been used in meeting the requirements for another earned degree (either graduate or undergraduate)

- Use of transfer work on a student’s Study Plan is subject to all other policies concerning Study Plan course work

- In all cases, the use of transfer coursework on a student’s Study Plan is subject to the acceptance and approval of the academic unit and the Associate Vice President, Academic Programs (or designee). Course work taken at another institution after admission to CSUF as a graduate student is rarely accepted for credit toward a master’s degree and can only be accepted if the student has received prior approval of the Graduate Program Advisor and the Associate Vice President, Academic Programs (or designee)

- All approved transfer units and grade points will be entered on the CSUF transcript at graduation

- A unit of course work taken at a college or university on the quarter system will be considered as equivalent to two-thirds of a unit when such work is considered acceptable as transfer work
Leave of Absence

Graduate or credential students may request a leave of absence (LOA) to maintain continuous enrollment. An LOA is normally not granted for more than one semester; however, a student may submit a request for up to two consecutive semesters and maintain their place in the university and in the degree or credential programs (i.e., they do not have to reapply to the university following the leave), if approved.

An LOA may be granted to (1) conditionally classified or classified graduate students in good academic standing who have completed at least 6 units (master’s & DNP students) or 8 units (Ed.D. students) toward the degree while in residence at Cal State Fullerton; and (2) students with a credential-only objective who have completed at least one semester of course work in good academic standing.

Any one of the following circumstances may be grounds for requesting a Leave of Absence:

- Illness or disability (permanent or temporary) or similar personal exigencies including pregnancy that makes it impossible or inadvisable for a student to register for classes
- Activities that enhance a student’s professional career objectives
- Active duty in the armed forces of the United States
- Severe financial hardship
- Other reasons at the discretion of the Associate Vice President for Academic Programs (or designee)

Forms to request a Leave of Absence are available in the Office of Graduate Studies (MH-112), the Admissions and Records Service Center, and online at www.fullerton.edu/graduate. Students are encouraged to submit requests for Leave of Absence prior to the start of the semester for which they are requesting a leave. All forms are submitted to the Office of Graduate Studies, McCarthy Hall, Room 112.

After review by the Office of Graduate Studies, the Graduate Program Advisor (when applicable) and the Registrar’s Office, a response is mailed to the student within 2-3 weeks. Students who qualify and apply for a Leave of Absence for the first time and request only one semester will normally be granted and will not be required to apply for readmission to the University. Students requesting an additional leave or a leave longer than one semester are required to provide appropriate documentation (e.g. doctor’s recommendation, verification of employment, etc.) Such requests must also be approved by the Graduate Program Advisor and/or student’s department.

In the case of non-approved breaks in enrollment, reapplication for admission to the university and to the chosen degree program will be required. A place in the degree/credential program or in the university will not be held for the student in these circumstances.

Residence Requirement

A student is considered to be in residence when registered during regular semesters at this University. At least 21 semester units or half the units required by the master’s program, whichever is greater, must be taken in residence at this University. The Ed.D program requires a minimum of 48 units for residency. The D.N.P. program requires a minimum of 30 units for residency. Course work taken as Extension Credit or through Open Enrollment may not be used to fulfill the minimum residence requirement.

Change of Degree Objective

If you plan to change your degree, (i.e., Computer Science to Information Systems), then you need to file a change of degree objective. To change your degree program objective, obtain the Change of Degree Objective from the Admissions Office (LH 114), complete it, and return it to the Admissions and Records Office. The change is not guaranteed, nor is it official until the form has been processed by all units, including the program or department to which you are applying. The change of degree objective is not used for changing concentrations. Students should speak to their Graduate Program Advisor for additional information.
GRADUATE DEGREE REQUIREMENTS

 Advisors and Committees

Each department or degree program has a faculty Graduate Program Advisor designated to provide overall supervision for the graduate program. It is the responsibility of the student to arrange appointments for advisement with their Graduate Program Advisor through the department or degree program office. As a minimum, the student should obtain advisement (1) prior to or during the first semester of attendance, (2) when requesting classified standing by filing a Study Plan, and (3) when applying for Grad Check prior to the final semester. Visit the following website for a list of all the graduate programs and advisors:
http://www.fullerton.edu/graduate/prospectivestudents/programs.php

 Grading and Study Plan

A Study Plan must be filed with the Office of Graduate Studies before 13 units of Study Plan course work have been completed at CSUF toward a graduate degree. The Study Plan presents all course work the student will complete for the graduate degree.

General Requirements for all Study Plans for the Master's Degree include the following:

- A minimum of 30 approved semester units (Some programs require more)
- At least 21 semester units must be taken in residence. For programs requiring 42 or more units, at least half the units must be taken in residence. Transfer units and CSUF Extended Education units are not residence units
- At least 70% of the courses must be 500-level (for some programs % is lower)
- Only 400 and 500 level courses may be used on graduate Study Plans (only certain 400 level courses are approved for Study Plans)
- No more than nine units of Post Baccalaureate work taken at Cal State Fullerton prior to admission to an approved graduate program
- No more than six semester units shall be allowed for a thesis or project
- Maximum of six semester units of independent study
- No courses taken to satisfy pre-requisite requirements
- No credit by examination
- Each course on the Study Plan must be completed with a grade of "C" (2.0) or better (some departments may have more stringent requirements)

- Minimum Grade-Point Average of 3.00 ("B") in all courses attempted to satisfy requirements for the degree
- Completion of all Study Plan courses within five years (10 consecutive semesters) or seven years (14 consecutive semesters) with approved extension; the time limit starts with the earliest course on the Study Plan
- All courses must be taken after completion of the baccalaureate (or post graduate credit granted)
- No courses credited toward another degree
- A final evaluation, which may be a thesis, a Project, or a comprehensive examination

General Requirements for all Study Plans for the Ed.D. degree include the following:

- A minimum of 60 approved semester units
- At least 48 units must be taken in residence (transfer units and Cal State Fullerton extension credits are not residence units)
- Only 600 level courses may be used on the Study Plan
- No more than 12 semester units shall be allowed for Dissertation
- Maximum of six semester units of independent study
- No courses taken to satisfy prerequisite requirements
- No credit by examination
- Each course on the Study Plan must be completed with grade B- or better
- A minimum Grade-point Average of 3.00 ("B") in all courses attempted to satisfy requirements for the degree
- Completion of all Study Plan courses within 10 consecutive semesters (five years) or 14 consecutive semesters (seven years) with approved extension (the time limit starts with the earliest course on the Study Plan)
- No courses credited toward another degree
- A dissertation as a final evaluation

General Requirements for all study plans for the D.N.P. degree include the following:

- From 36 to 48 approved semester units, with 36 being the minimum
- At least 30 units must be taken in residence (transfer credits and Cal State Fullerton Extension credits are not residence units)
- Only 600 level courses may be used on the Study Plan
- No more than nine semester units shall be used for the doctoral project
- Maximum of six semester units of independent study
GRADUATE DEGREE REQUIREMENTS

- No courses taken to satisfy prerequisite requirements
- No credit by examination
- Each course on the study plan must be completed with a grade of C or better
- A minimum Grade Point Average of 3.00 (B) in all courses attempted to satisfy requirements for the degree
- Completion of all Study Plan courses within 10 consecutive semesters (five years) or 14 consecutive semesters (seven years) with approved extension (the limit starts with the earliest course on the Study Plan)
- No courses credited toward another degree
- A doctoral project as final evaluation

Changes in Study Plan

To change a Study Plan, a student should speak to the department's Graduate Program Advisor. The request must be made prior to the registration for any course work to be substituted or added. No course may be removed from the Study Plan after a student has taken it. Forms used to file a request for change in Study Plan are available from your Graduate Program Advisor, or in the Office of Graduate Studies.

Writing Requirement

Students working toward a graduate degree are required to demonstrate writing ability commensurate with the baccalaureate degree per Chancellor's Office Policy and University Policy. Many degree programs embed this requirement into a required course in the program. Your study plan will present your completion of it. For further information, students should consult their Graduate Program Advisor.

Time Limit for Completion

All requirements for the graduate degree, including all course work on the student's Study Plan, normally should be completed within five years. This time limit begins with the semester of the earliest course used on the student's Study Plan and consists of a total of 10 consecutive semesters. When individual circumstances warrant, this time limit may be extended for up to two years (four additional consecutive semesters).

A student may request an extension of the five-year time limit by filing a petition with the Office of Graduate Studies. The petition must contain a full explanation of the circumstances that prevented completion of the degree requirements within the normal five-year limit and must be approved (signed) by the Graduate Program Advisor, the chair of the appropriate graduate committee, and the Director of Graduate Studies. Approvals for extension must be obtained prior to the expiration of the five-year limit.

Continuous Enrollment

A graduate student is required to maintain continuous enrollment by registering for classes in every Fall and Spring semester from the beginning of the program of study until award of the degree. Failure to register in regular courses, GRAD 700 or be on an official Leave of Absence for any term will result in separation from CSUF. For more info visit: http://www.fullerton.edu/graduate

Repeated Courses

For master's degree or D.N.P. students, if a grade less than "C" (2.00) is received in a Study Plan course, the course must be repeated and passed with a grade of "C" (2.00) or better. For Ed.D. students, if a grade less than "B-" (2.70) is received in a Study Plan course, the course must be repeated and passed with a grade of "B-" (2.70) or better. Some programs may require higher minimum grades for specific courses. A course may be repeated only once. If a course is repeated, both grades are included when computing the student's Study Plan and cumulative Cal State Fullerton Grade Point Average. Repetition of a course carries no additional units toward the degree; however, the additional units are included in the cumulative units shown on the Cal State Fullerton transcript.

Outdated Courses

Outdated course work (course work older than the student's approved time limit, i.e., five or seven years) should be repeated. However, a maximum of nine units of course work may be exempt from repetition if course content can be validated. Validation is allowed at the discretion of the Graduate Program Advisor, the academic unit offering the subject course, and the Associate Vice President, Academic Programs (or designee). Copies of the Petition for Validating Outdated Course Work may be obtained from the Office of Graduate Studies or from www.fullerton.edu/graduate. Validation must be accomplished by passing a written comprehensive test of the materials covered by the course being validated or by some equivalent method with prior approval of both the Graduate Program Advisor and the Associate Vice President, Academic Programs. Outdated transfer course work cannot be validated.
Grade Point Average (GPA)

A Grade Point Average (grade points divided by units attempted) of at least 3.00 is required for graduation with a graduate degree. This Grade Point Average applies to (1) all 400, 500, and 600-level units attempted subsequent to admission to the degree program; and (2) all units required on the graduate Study Plan including transfer courses. Each course on the master's or D.N.P. Study Plan must be completed with a grade of "C" (2.00) or better. Each course on the Ed.D. Study Plan must be completed with a grade of "B-" (2.70) or better. Some programs require higher minimum grades for specific courses.

A master's degree student may request a change in the Study Plan in order to raise the Study Plan Grade Point Average by:

- Adding no more than six units of approved course work, or;
- Repeating no more than six units of course work which a "B-" (2.70) or lower was earned, or;
- A combination of one and two, not to exceed six units.

Requests to add courses to the Study Plan, repeat courses, or add courses to raise the overall Grade Point Average, must be approved by the Graduate Program Advisor and the Associate Vice President, Academic Programs (or designee) prior to registration. When a course is added or repeated, the original course remains on the Study Plan and on the student's transcript and both grades are used in calculating the student's Grade Point Average.

Disqualification

The Associate Vice President, Academic Programs (or designee), in consultation with the student's Graduate Program Advisor, will disqualify a master's or D.N.P. student who is on probation if the student does not, or cannot, raise the Study Plan and graduate Grade Point Average to 3.00 by the completion of the second regular semester following the semester in which the Grade Point Average fell below the minimum 3.00 standard. An Ed.D. student is subject to disqualification if the grade point average is not raised to 3.00 the term immediately following the term the students grade point average fell below 3.00. If a student's Grade Point Average becomes so low that it cannot be raised to 3.00 within the prescribed limits of course work, the student will be disqualified from the graduate degree program. Students placed on probation for reasons other than Grade Point Average will be disqualified if:

- The conditions for removal of Administrative Academic Probation are not met within the period specified
- The student becomes subject to Academic Probation while on Administrative Academic Probation; or
- The student is removed from Administrative Academic Probation and subsequently becomes subject to Administrative-Academic Probation for the same or similar reasons as originally placed on probation

Disqualification removes a student from graduate standing and prevents further enrollment in University courses (except through University Extended Education). A student who has been disqualified from one degree program may apply for readmission to a different degree program and file a new Study Plan.
Appeals related to graduate degree probation or disqualification should first be directed to the departmental Graduate Program Advisor. Please contact the Office of Graduate Studies for further information and procedures.
Culminating Experience: Thesis/ Master’s Project/Comprehensive Exams/ Dissertation/Doctoral Project

Each graduate program includes a final evaluation (culminating experience) that marks the end of the graduate program; a thesis, dissertation, project, or comprehensive examination, or a combination of these is required of all students.

 Thesis
A thesis is defined as the written product of a systematic study of a significant topic. It identifies the problem, states the major assumptions, explains the significance of the undertaking, sets forth the sources for and methods of gathering information, analyzes the data, evidence or patterns to offer a conclusion or recommendation. The finished product provides clear evidence of originality, critical and independent thinking, and organization and format as appropriate for discipline. Normally, an oral defense of the thesis is required.

 Master’s Project
A project is a significant undertaking appropriate to the fine and applied arts or to professional fields. It also evidences originality and independent thinking, appropriate form and organization, and a rationale. It is described and summarized in a written abstract that includes the project’s significance, objectives, methodology, and a conclusion or recommendation. An oral defense of the project is strongly encouraged.

 Oral Defense
An oral defense of either a thesis or a master’s project normally includes a presentation by the master’s candidate to a group of faculty capable of assessing the quality of the student’s work, and/or a period of questioning directed to the master’s candidate by said group of faculty. Oral defenses should include not fewer than three faculty members, one of whom should be the student’s supervisory committee chair and one other committee member, though they may include more than three faculty members. Any member of the university community may attend the defense, which takes place on campus. The oral defense, typically pass/fail, is documented by a signed statement attesting to the outcome of the defense. Such records must be complete enough to afford protection for both the student and the faculty members involved.

 Comprehensive Exams
Some departments and programs offer comprehensive exams for the student’s culminating experience.

 Departments set their own policies and procedures for such exams. Each academic department or program that offers a comprehensive exam must provide students with a written policy statement in advance of the exam that includes each of the following items: (1) the approximate timing when comprehensive exams shall be administered; (2) the format of the exam whether written or oral, or some format there of; (3) general topical emphases that defines the content of the exam e.g., “theory and methods in the discipline plus questions concerning the student’s area of specialization within the field;” (4) method of assessment of the examination including number of readers who will evaluate the student’s responses; and (5) options for retaking a portion or all of the exam in those instances where the student does not demonstrate adequate proficiency in the discipline. A minimum of two full-time faculty members serve as evaluators of the comprehensive exam’s quality and adequacy for the culminating experience.

 Dissertation
A dissertation is the written product of systematic, rigorous research on a significant educational issue and in accordance with an approved proposal. It shall demonstrate originality, critical and independent thinking, appropriate form and organization, and a rationale for the research problem examined. The dissertation shall identify the research problem and question(s), state the major theoretical perspective, explain the significance of the undertaking, relate it to the relevant scholarly and professional literature, set forth the appropriate sources for the methods of gathering and analyzing the data, and offer a conclusion or recommendation. An oral defense of the dissertation is required.

 Doctoral Project
A Doctor of Nursing Practice doctoral project is defined as the written product of systematic rigorous research on a significant advanced nursing practice issue. It shall evidence originality, critical and independent thinking, appropriate form and organization, and a rationale. The doctoral project shall reflect a command of the research literature and shall demonstrate the student’s mastery of evidence-based practice at the doctoral level. The written component of the doctoral project shall be organized in an appropriate form and shall identify the research problem and question(s), state the major theoretical perspectives, explain the significance of the undertaking, relate it to the relevant scholarly and professional literature, identify the methods of gathering and analyzing data, and offer a conclusion or recommendation.
The Thesis, Dissertation, Masters, and Doctoral Project Regulations

Of the minimum of 30 semester units approved coursework required for the master’s degree, no more than six are allowed for a thesis or project. Of the minimum 60 units for the Ed.D., no more than 12 units are allowed for a dissertation. Of the 36 minimum units for the Doctor of Nursing Practice, no more than 9 units are allowed for the doctoral project.

When a dissertation, doctoral project, or thesis is required, the Pollak Library will be provided with an approved original in the approved binding and an acceptable microfilm of the work. An abstract accompanies the work and will normally be published in the University Microfilms International Journal. Copies are thereby made available for order by interested scholars.

An approved copy of the dissertation, doctoral project, thesis or project may also be required by the student’s academic department. Students should check with their graduate program advisor as to whether a copy is needed by the department as part of the requirements for graduation.

When a project is required, some record of the project, or the project itself, is filed in the academic unit and, in some cases, in the library.

Variations from procedures and regulations should be referred to the Office of Graduate Studies review.

Format Guidelines and Style Manuals: Thesis, Dissertation and Doctoral Project

All-University format guidelines are included in the dissertation and thesis manuals that have been developed to assist the students. An electronic version of the manuals, as well as templates, are available on the Graduate Studies website. It is the student’s responsibility to make certain that the requirements are met. The student is strongly advised to become familiar with the instructions in the manuals. Copies from the library or departmental offices should not be used as examples of correct format.

The academic unit, through the student’s advisor and/or committee, is responsible for the academic content and English usage in the dissertation, doctoral project, or thesis and for the student’s correct use of forms of documentation and bibliography. In addition to the University format guidelines, each academic unit may select a supplementary style manual to be followed in matters of documentation and bibliography. Students should consult their graduate program advisor or committee chair concerning the style manual used.

If the supplementary style manual presents regulations that conflict with the all-University manual published in the University thesis manual, or the University doctoral project manual, the University regulations take precedence.

Some graduate programs require style manuals or guides designed for journal articles. Although these are helpful for abbreviations, tables, figures and footnoting, as well as other purposes, students should be aware of the difference between a thesis and an article and make appropriate adaptations when formatting their thesis, approved by the graduate program advisor.

If the academic unit does not recommend a specific style manual, the student should refer to the most recent edition of “A Manual for Writers of Term Papers, Theses, and Dissertations” by Kate L. Turabian or “The Chicago Manual of Style,” published by the University of Chicago.

The student makes all necessary arrangements for preparing the dissertation, doctoral project, or thesis for final approval. A list of independent work processing professionals is available in the Office of Graduate Studies.

Final Procedures for Thesis and Dissertation

The thesis and dissertation submission process is electronic and utilizes ProQuest. A full list of thesis/dissertation steps, forms, and links can be found on the Graduate Studies website: www.fullerton.edu/graduate/currentstudents/thesis.php. All theses and dissertations must be defended and approved prior to beginning the Office of Graduate Studies review process.

Verification Form

A separate signature cover page is no longer necessary for theses and dissertations. Students download and print the Thesis or Dissertation Verification Form (VF) on regular paper prior to their defense, obtain original signatures from all committee members, have the chair complete the embargo section and documentation style, and bring the completed VF to the Office of Graduate Studies (MH-112). Electronic signatures or copies will not be accepted.
ProQuest Student
Students create an account on ProQuest, pay the fees for print and microfilm copies for the library, have the option of ordering additional copies, and submit a PDF copy of their thesis/dissertation. The thesis/dissertation will be reviewed before being published. Students submit a copy of their ProQuest account confirmation to Graduate Studies at thesisdissdesk@fullerton.edu

Digital Thesis/Dissertation Submission
Students submit a Word copy of their thesis/dissertation to Graduate Studies for review to thesisdissdesk@fullerton.edu

University Thesis/Dissertation Reader
The thesis or dissertation is ready for review after the completed VF is submitted, a ProQuest account has been created, library copies have been purchased, and a digital copy of the thesis/dissertation has been submitted to Graduate Studies.

The Thesis/Dissertation Reader reviews the document for conformity to all university format guidelines. The student will be notified of any revisions or corrections that need to be made. Final approval on format is given by the Reader via ProQuest. Once final approval is granted, the student cannot withdraw their thesis/dissertation.

Thesis or Dissertation Completion and Library Copy
The grade for the dissertation or thesis is reported in the usual manner to the registrar by the appropriate faculty. ProQuest notifies the Office of Graduate Studies that the approved thesis or dissertation has been accepted. The dissertation or thesis is printed by ProQuest and shipped to the library for circulation. One set of the slides or separately mounted illustrative material (microfilm) is housed with the bound copy.

Final Procedures for Doctoral Project

The doctoral project submission process is completed on campus. All doctoral projects must be defended and approved prior to beginning the Graduate Studies review process. Students should consult their Graduate Program Advisor for additional details regarding the doctoral project.

Approval Form
Students obtain signatures from all committee members on an approval form to indicate that the project is complete, approved, and ready for review. Students submit a release to approve publication of their work. Please consult your Graduate Program Advisor about forms and signature requirements to initiate the final review process of the doctoral project.

Digital Doctoral Project
Submission students submit a Word copy of their approved doctoral project to the Office of Graduate Studies for review to thesisdissdesk@fullerton.edu.

University Thesis/Dissertation Reader
The doctoral project is ready for review by the University Thesis/Dissertation Reader after the approval forms have been submitted to the Graduate Program Advisor and the Word document has been submitted to the Office of Graduate Studies.

The Reader reviews the document for conformity to all university format guidelines. The student will be notified of any revisions or corrections that need to be made. Final approval on format is given by the Reader. The Reader will provide the Graduate Program Advisor and student an approved PDF of the doctoral project for printing and binding.

Binding, Microfilming, and Library Copy
The program prints the approved copy of the project and takes it to the campus bookstore and pays the appropriate fees. The bookstore arranges binding of the project by a local bindery. Once submitted and receipted, the project may not be withdrawn by the student from the campus bookstore. When the doctoral project is returned by the bindery the bound copy and is sent to the library for circulation.

Notification of Doctoral Project Completion
The grade for the doctoral project is reported in the usual manner to the registrar by the appropriate faculty. The program notifies the Office of Graduate Studies that the approved doctoral project has been deposited and the release for publication has been completed by the student.

Thesis/Project/Dissertation Deadlines

Fall 2017 Graduation
Submit to the Office of Graduate Studies no later than Tuesday, November 21, 2017

Spring 2018 Graduation
Submit to the Office of Graduate Studies no later than Friday, April 27, 2018

*All dates subject to change based on changes in CSUF calendar.
Applying for Graduation (Grad Check)

Students must file an application for a Grad Check and pay the $115.00 graduation and diploma fee prior to the beginning of the final semester. Specific deadlines are posted on the Graduate Studies website: http://www.fullerton.edu/graduate/currentstudents/dates.php

Students must apply online following the steps below. The $115 diploma fee can now be paid online, immediately after applying for the grad check.

Please follow the steps below for Applying for a Graduation Check:

1. Log in on the Student Portal (www.fullerton.edu)
2. Click on the "Titan Online" tab
3. Go to "Student Center"
4. Click on "My Academics"
5. Click on "Apply for Graduation" and follow the instructions
6. Once you have submitted the application, click on "Pay Fee" and follow the instructions to pay the $115 grad check fee. If you prefer, you can pay at the Cashier's Office, UH-180 (within 5 days of applying)

To check the status of your grad check:

1. Log in on the Student Portal (www.fullerton.edu)
2. Click on the "Titan Online" tab

Completion of Requirements and Award of Degree

All work towards the degree must be completed by the end of the semester (finals week) a student graduates. The degree is awarded upon the satisfactory completion of all State and University requirements, as well as the specific requirements approved on the student's graduate Study Plan. Award of the degree also requires the recommendation of the appropriate Graduate Program Advisor and committee (advancement to candidacy), the approval of the faculty, and approval of the associate vice president, Academic Programs (or designee). If a thesis or Dissertation is required, it must be submitted according to instructions and deadlines listed on the "Final Evaluation" section of this handbook. If a student completes final work after the noted deadline, then that student will need to update their graduation date to the next semester.

Updating Grad Check to Graduate in a Later Semester

Students who fail to complete requirements as planned must update the application for a Grad Check, and do so by the appropriate deadline. A fee of $10.00 is required to change the graduation date. Forms for changing the graduation date are available in the Office of Graduate Studies.
Deadline
The last date to file the Grad Check application is posted on the Graduate Studies website: www.fullerton.edu/graduate. Candidates for Summer (August) graduation must file their requests prior to beginning the Spring semester. Students completing requirements during the Summer must also obtain departmental approval prior to the Summer term by filing a Petition for Summer Completion, available in the Office of Graduate Studies. The approved form must be returned to the Office of Graduate Studies during the Spring semester.

Commencement
Commencement ceremonies are held only at the end of the Spring semester. Once you have completed the graduation process, i.e., filed for Grad Check and paid Grad Check fee, you are eligible to participate in the commencement ceremonies appropriate to your graduation date. Students completing requirements at the end of the Fall and Spring semesters and during the following Summer may participate in those ceremonies. Information concerning commencement activities is sent to students by the college dean’s offices usually in April of each year. Arrangements for cap, gown, and hood purchase are made in the campus bookstore, Titan Shops. Tickets are free of charge and required for guests at all college and department graduation ceremonies. More information concerning the commencement can be found on the University website: www.fullerton.edu/commencement

Process of Receiving Diploma
Once grades are posted for a specific graduation term, the Graduation Unit of Admissions begins verifying that graduation candidates have completed degree requirements and posting degrees to student records. It usually takes 6-8 weeks following the term end date to receive your diploma.
Campus Student Employment

Multiple employment opportunities are available. Requirements are:

- Be enrolled/registered (fees paid) in a current semester as a new or continuing student
- Be in good academic standing
- Provide a Social Security card as well as a Photo ID

Federal Work Study
Federal work study is a federally funded financial aid program. It increases available part-time employment for students who need financial assistance while giving them the opportunity to gain practical work experience. Those who wish to work in the work-study program must be approved by the Financial Aid Office prior to being hired. For more information, please contact the Financial Aid Office at (657) 278-3125 or visit fullerton.edu/financialaid/award/fws.php.

Student Assistants/Instructional Student Assistants/Graduate Assistants/Teaching Associates
These on-campus work programs offer students the chance to explore and develop career related skills and gain professional experience. Anyone who is currently registered as a student at CSUF and is in good academic standing may be eligible to work as a Student Assistant. Students who are hired as Instructional Student Assistants (ISA), Graduate Assistants (GA), or Teaching Associates (TA) assist a professor with his/her class load through miscellaneous tasks such as conducting research, teaching, facilitating group discussions, grading papers, or tutoring. The Office of Graduate Studies offers graduate assistantships each semester. See http://www.fullerton.edu/graduate. Students can also access job postings that are available only to Cal State Fullerton students through the Career Center's Titan Connection. To get started, visit: http://www.fullerton.edu/career/students/jobs-internships/index.php

International Students
In most cases, international students can be employed on-campus. For employment purposes, "International Student" means a student who holds an F-1 or J-1 nonimmigrant visa, is enrolled full-time, and meets all other requirements of his/her visa status. Work hours are strictly limited to 20 hours per week during regular semester class sessions. Additional details are available at: http://www.fullerton.edu/international/employment/

Additional Job Opportunities for Students at CSUF

- Associated Student, Inc.
  http://asi.fullerton.edu/employmentOpportunities.asp
- Auxiliary Services Corporation
  https://www.governmentjobs.com/careers/csufasc
- Online Job Postings through Titan Connection
  http://www.fullerton.edu/career/students/jobs-internships/index.php
- Internship and Community Engagement
  http://www.fullerton.edu/cice/
- Student Employment
  http://csufcareercenter.libanswers.com/faq/43032
- Unit 11 Jobs - Instructional Student Assistants, Graduate Assistants and Teaching Associates

Scholarships and Fellowships

All these scholarships and fellowships are described on the Office of Graduate Studies website, http://www.fullerton.edu/graduate.

A university-wide, college specific scholarship index for graduate students can be found at http://www.fullerton.edu/graduate/funding/general_scholarships.php

Giles T. Brown Graduate Travel Grant
Funded by the Giles T. Brown Endowment for Graduate Studies, this grant was established in Fall 2015 and supports the travel of CSUF graduate students to participate in conferences to present their research. It funds travel and conference registration expense for CSUF graduate students participating in professional conferences and other professional activities (performances, art exhibitions, etc.) wherein the student is presenting his/her research and/or presenting creative or performing activities.

- Number Available: Varies
- Dollar Amount: $200-$800
- Deadline: http://www.fullerton.edu/graduate/funding/giles_t_brown_travel_award.php
- Process for Awarding: Students must submit a FAFSA, CA Dream Act or demonstrate financial need as determined by
the Director of Graduate Studies. The grant application requires one confidential letter of recommendation from Faculty, a personal statement, a copy of your CV/Resume and a completed Travel Request form. California residency is NOT a requirement. Applicants must submit the application materials to the Office of Graduate Studies at MH-112 by 5pm on the application deadline.

**Elevar Scholars Program**
The Elevar Scholars Program is an initiative that attempts to improve the experience of historically under-served communities in graduate school. It is funded by the SOAR grant, which is a federal grant in the PPOHA (Promoting Post-baccalaureate Opportunities for Hispanic Americans) program awarded to the Office of Graduate Studies by the U.S. Department of Education, whose purpose is to support achievement among disadvantaged post-baccalaureate students. As part of SOAR and PPOHA, grant money is awarded to CSUF graduate program students as fellowships to economically disadvantaged CSUF students who have overcome educational disadvantages or hardships. The fellowships are intended to minimize students’ debt burden.

- **Number Available:** Varies
- **Dollar Amount:** $2,000 ($1,000 for Fall, and $1,000 for Spring)
- **Deadline:** [http://www.fullerton.edu/graduate/funding/elevar.php](http://www.fullerton.edu/graduate/funding/elevar.php)
- **Process for Awarding:** Students must submit an application form, a personal statement answering the question on the application form, and a confidential letter of recommendation from a faculty/staff member. Applications can be sent electronically and faculty/staff member can email his/her letter of recommendation to Office of Graduate Studies by the deadline. Make sure your signature is on the application. Applications are reviewed to confirm that eligibility requirements are met. To be eligible, applicants must be enrolled in a CSUF graduate program for the Fall and Spring semesters in the year following the application period, and demonstrate a $1,000 minimum financial need as determined by their financial aid application. Due to being a federal grant, international students are not eligible.

**Giles T. Brown Outstanding Thesis Award**
This award recognizes distinguished scholarly achievement at the master's level. Nominations will be accepted in any discipline in which the College offers a master's degree. If a discipline offers both a thesis and project option, only the thesis option is acceptable for consideration.

- **Number Available:** Varies
- **Dollar Amount:** $1,000
- **Deadline:** [http://www.fullerton.edu/graduate/faculty/staff/giles_t_brown.php](http://www.fullerton.edu/graduate/faculty/staff/giles_t_brown.php)
- **Nomination Guidelines:**
  1. Four unbound color copies of the thesis with the signed signature page,
  2. Four copies of a non-technical summary, prepared by the student (1,000-1,500 words), describing the research and its significance for a general academic audience of non-specialists,
  3. An original and three copies of nomination letters (4 sets total), from a member of the student's Thesis Committee, the student's Department Chair, and the College Dean. The letters should include information regarding the significance of the thesis, the contribution of the thesis to the department's program, and the impact of the thesis on the knowledge-base of the discipline,
  4. A short biography (between 125-150 words) of the nominee, written by the student. See Biographical Information Guide for full details.

**Graduate Equity Program**
Fundied by the CSU, the Graduate Equity Program seeks to increase the diversity of students completing graduate degree programs, encourage further study in doctoral programs and promote consideration of university faculty careers. It provides fellowships to economically disadvantaged CSUF students who have overcome educational disadvantages or hardships. The fellowships are intended to minimize students’ debt burden, allowing them to complete their program more quickly and commence doctoral study.

- **Number Available:** Varies
- **Dollar Amount:** Varies, fellowships of up to $2,000
- **Deadline:** [http://www.fullerton.edu/graduate/funding/equityprogram.php](http://www.fullerton.edu/graduate/funding/equityprogram.php)
- **Process for Awarding:** Students must submit a FAFSA and have a minimum $1,000 need as determined by the U.S. Department of Education. Applications require two confidential letters of recommendation from faculty members and a personal statement. Priority will be given to students involved in research, creative and scholarly activities with faculty members.

**California Pre-Doctoral Program**
The California Pre-Doctoral Program is designed to increase the pool of potential faculty by supporting the doctoral aspirations of CSU students who have experienced economic and educational disadvantages. Winners will be designated as Sally Casanova Scholars, as a tribute to Dr. Sally Casanova, for whom the award is named. With the aid of a faculty sponsor, these scholars are exposed to unique opportunities to explore and help prepare them to succeed in doctoral programs. The program provides travel funds to visit doctorate-granting institutions, options for Summer research
internships, and funds for other related activities.

- **Number Available:** Varies
- **Dollar Amount:** $3,000 plus funded summer internship opportunities
- **Deadline:** http://www.fullerton.edu/graduate/funding/predoctoral.php
- **Process for Awarding:** Applications are reviewed for completeness by the Office of Graduate Studies and then forwarded to the Chancellor's Office for final review and award selection. Sally Casanova Scholars are selected on the basis of three major criteria: potential for success in completing a doctoral program, probable effectiveness of the student/faculty plan, and level of economic and educational disadvantage.

**Chancellor's Doctoral Incentive Program**
The Chancellor's Doctoral Incentive Program (CDIP) provides student loans to a limited number of individuals pursuing full-time doctoral degrees at accredited universities throughout the United States. After participants receive their doctoral degrees and obtain a qualifying instructional position in the CSU, a portion of their loan from this program will be forgiven every year of qualifying employment. Submit application while applying to doctoral degree programs or during doctorate program attendance (including last year of doctorate program).

- **Number Available:** Varies
- **Dollar Amount:** Varies
- **Deadline:** http://www.fullerton.edu/graduate/funding/incentiveprogram.php
- **Process for Awarding:** After applications are submitted, a campus committee evaluates the applications and makes recommendations for further consideration to the CSUF President. The CSUF President then forwards campus nominations to the Chancellor's Office. A CSU system-wide committee reviews the campus nominations and makes recommendations to the Chancellor for final approval.

**Additional On-Campus Funding**

- **Cal State Fullerton Financial Aid Office**
  www.fullerton.edu/financialaid/
- **University Wide Scholarships**
  http://www.fullerton.edu/graduate/funding/general_scholarships.php
- **COS Pivot (Must have valid @fullerton.edu email to access this funding database)**
  http://pivot.cos.com/
- **Cal State Fullerton Financial Aid Office - Scholarship Bulletin**
  www.fullerton.edu/financialaid/award/scholarships.php
- **Cal State Fullerton Associated Students Inc. (ASI)**
  http://asi.fullerton.edu/services/scholarships.asp
- **Cal State Fullerton Research Funding**
  www.fullerton.edu/research/student_resources/fundingopportunities/forstdntresrch.php
Additional Funding Resources

- U.S. Department of Education - Federal Student Aid
  1-800-433-3243 http://studentaid.ed.gov

- Educators for Fair Consideration (E4FC)
  http://www.e4fc.org/

- Online Colleges, Scholarships, and Degree Programs
  http://www.collegescholarships.com/

- Gates Scholarships for Qualified Minorities
  http://www.gmisp.org/

- Hispanic Association of Colleges and Universities HACU Scholarships
  http://www.hacu.net/hacu/Scholarships.asp

- Cancer for College Scholarship
  http://www.cancerforcollege.org/application.html

- FinAid
  http://www.finaid.org/scholarships

- Fast WEB
  http://www.fastweb.com

- CollegeNet
  https://www.collegenet.com/mach25/app

- College Board Scholarship Search
  https://bigfuture.collegeboard.org/scholarship-search

External Funding: Information can also be gathered from professional associations, business organizations, church and religious foundations or special interest groups such as community service clubs. Each program will have its own deadlines and application procedures.
Pollak Library

www.library.fullerton.edu
(657)278-2633
libraryanswers@fullerton.edu

Chief among the learning resources on campus is the Pollak Library. The library is an active learning and research center, with both materials (over 2 million items), facilities (group study rooms, media viewing rooms, etc.) and services (Librarian assistance, tutoring, computer help, etc.).

Borrowing Library Materials
Your TitanCard serves as your library card. You will need it every time you want to borrow library materials. You can check-out materials at the Circulation Desk (first floor, north side). Most books have a 10-week loan period. Materials your professors have put on "Reserve" are also checked-out at the Circulation Desk, but have a shorter loan period. For books or articles you need that the Pollak Library doesn't own, you can request them, at no charge, by Interlibrary Loan: www.library.fullerton.edu/services/interlibrary-loan.php

Accessing Electronic Materials
Located in the center of campus, the Pollak Library is your window to the world of information. The library offers a collection of over 1,200,000 books and periodicals. Students have internet access to a broad range of electronic resources through the Pollak Library website (https://www.library.fullerton.edu/research/): articles, databases, guides, books, ebooks, and journals. These can all be accessed 24/7 at the website, either on campus or off campus (with portal login). The library's website also has many Librarian created guides for majors or specific classes—to help with research.

Interlibrary Loan (ILL)
Current Cal State Fullerton students, faculty, and staff may borrow books, journal articles, and other library materials from partner lending libraries if the Pollak Library does not own a copy of a requested item. All Interlibrary Loan (ILL) requests are processed electronically through the ILLiad service at: www.library.fullerton.edu/illiad/MyILLiad.aspx

The Interlibrary Loan (ILL) is available for free in most cases. The Library will advise you ahead of time if there is an out of pocket cost involved. Loans can be picked up at the Circulation Desk (1st floor, Library North), however articles are delivered electronically to your ILLiad account. Some ILL items are renewable, depending on each particular lending library. Learn more about notifications, renewals, the number of allowed active requests, and fines for overdue items and replacement items in the Interlibrary Loan Policy by visiting: http://www.library.fullerton.edu/about/guidelines/interlibrary-loan.php

Research Assistance
Reference Librarians are available to help library users with their questions and research, to recommend appropriate print and electronic resources, and to provide instruction on possible strategies and techniques in the research process.

Reference Librarians can assist Pollak Library patrons with research through a number of methods. Reference assistance is available in various ways: in-person (Reference Desk, first floor library north), by phone (657-278-3284), by text (657-464-3784), by email (libraryanswers@fullerton.edu), or online through the Instant Message Service that is available 24/7.

For more information regarding Research Assistance, visit: http://www.library.fullerton.edu/services/research-assistance.php

Computers in the Library
There are over 500 computers available to use in the library, either for library research or general use (Microsoft Office, etc.). Printing is available: Black & white laser prints at 10¢ each; color prints at 50¢ each. Payment for printing is with your TitanCard account, not coins or cash. Laptop checkouts and high-tech study rooms (LCD projectors, digital cameras, etc.) are also available; these can be reserved at the first floor north Desk.

Other Services in the Library
The library partners with other campus services right inside the library. These include: (1) The Writing Center (111 floor north) for writing assistance (2) The Adaptive Technology Center (1111 floor north) for computer equipment assisting disabled students and (3) Digital Print Services (2nd floor north) for printing.

Graduate Student Success Center

www.fullerton.edu/graduate/gssc/
(657)278-3374
PLS 365
gradstudiesceo@fullerton.edu

The Graduate Student Success Center at California State University, Fullerton was founded by the Office of Graduate Studies under the Strengthening Opportunities, Access and Resources (SOAR) grant. A Title V - promoting Post-baccalaureate Opportunities for Hispanic Americans (POPOH) grant awarded by the U.S. Department of Education.

The Center provides graduate students with a place to study and network, and also hosts workshops and graduate student learning communities supported by the SOAR program.
This multipurpose center also offers resources such as tutoring and advising: an advisor to graduate students holds regular hours at the Center and tutoring is located there. The Center has study carrels for individual studying, group meeting tables, an Apple TV for presentations, study tables, and cushioned seats with sliding tables.

The Graduate Student Success Center is committed to enhance academic success and student engagement through advising, academic tutoring and mentorship, while fostering excellence, determination and drive so that graduate students become effective scholars and agents of positive change as they move forward in their 21st Century careers. The Graduate Student Success Center brings in:

- SOAR Graduate Advisor
- Faculty Coordinators
- Program Advisor
- Faculty members
- Mentor/Mentee meet-ups
- Workshops
- Bulletin with Graduate assistant, Teaching assistant, and job opportunities information
- Collaborative study space

Academic Coating and Tutoring: Graduate Learning Specialists
The Graduate Learning Specialists (GLS) program provides free one-on-one tutoring/academic coaching to all graduate students at CSU Fullerton, in writing, class presentations, resumes and applications, literature reviews, term papers, research, and statistics. The tutoring takes place in the Graduate Student Success Center (GSSC) located in Pollak Library South, room 365.

Arboretum

http://fullertonarboretum.org/home.php
(657)278-3407
1900 Associated Rd. Fullerton, CA 92831 (located just west of the 57 Freeway off of the Yorba Linda exit, just off of the intersection of Associated and Yorba Linda Blvd.)
farboretum@fullerton.edu

The Arboretum provides visitors the opportunity to gain knowledge and appreciation of the plant world through collections that preserve and promote stewardship of worldwide plant diversity and regional agricultural heritage. Serve faculty, students and the broader community through education and scholarly activities.

Titan Student Union (TSU)

http://asi.fullerton.edu/tsu/
(657)278-2468

The Titan Student Union (TSU), a program of the Associated Students, CSUF, Inc., is the campus center for social, cultural, and recreational programs and services. Check out the TSU for a place to study, eat, relax, and much more! The many programs and services offered throughout the TSU includes: Arts program, ATM’s, Becker Amphitheatre,
Discounted tickets, food services, group study rooms, information and services, lounges and mainframe computer lounge, titan bow and billiards, and the university conference center.

The TSU Expansion is now open! Some key features of the expansion include a grand staircase connecting the new main entrance to the lower level and the expanded and revitalized lower level garden cafe area. The new second floor has an expanded lounge areas and specific group study spaces. The design of the expansion is intended to open up the building so that all levels can be seen at the same time and to modernize the buildings connection to the rest of the campus.

For more information regarding the TSU, please visit the website.

📚 Campus Dining

The Food Court, located in the Titan Student Union, features Togo’s, The Fresh Kitchen, Baja Fresh Express, Panda Express, Round Table Pizza Pronto!, Juice It Up!, The Cup (Starbucks Coffee and bakery items), in addition to the Round Table Pizza and the Pub located in the Titan Student Union Underground.

Carl’s Jr. is located on the east side of campus and offers a wide variety of low-priced menu items and combos. For your convenience, Carl’s Jr. offers a walk-up express window from 11:00 am - 2:00 pm. Eating healthy? Enjoy our delicious salads, alternative options, or our new line of turkey burgers.

LH Express is located on the second floor of the Langsdorf Hall and specializes in healthy sandwiches, wraps, soups, and salads. The Cafe is known for its large selection of wraps and sandwiches made using a high percentage of reduced fat deli meats on an assortment of breads. Along with serving healthy items, this location serves Starbucks Coffee and has a wide variety of baked goods & snacks. Located outside the cafe is a patio for studying or just hanging out with friends.

Nutwood Cafe is located south of Nutwood Avenue on the first floor of our College Park Building (College of Communications). Inside the cafe you’ll find Togo’s, Starbucks Coffee being served, a tasty menu at The Grill along with a variety of snacks and beverages. It’s typical to find groups meeting at the cafe for a bite to eat and studying together. Our customers enjoy the variety of menu options in one convenient location.

Starbucks is located on the first floor of the Pollak Library in addition to the first floor of Mihaylo Hall College of Business and Economics. You can count on genuine service, an inviting atmosphere and a superb cup of expertly roasted and richly brewed coffee every time. You can also enjoy a selection of sandwiches, paninis, salads, premium teas, fine pastries and other delectable treats to please the taste buds.

QC Choice Catering provides a variety of services for events such as breakfast, brunch, lunch, banquets, receptions, etc. Quality is important when choosing a catering operation, which is why our chefs are fully-talented culinary professionals. Only the highest quality products and ingredients are used in preparing each menu. Unlike off-campus caterers, QC Choice Catering is able to handle last minute orders placed on campus. We guarantee to beat any CSU Fullerton pre-approved caterer’s price if provided the original detailed quote of food and/or services.

🚗 Parking and Transportation

http://parking.fullerton.edu/
(657)278-3082
Building T-1400

 Semester and Daily Parking Permits
Semester permit or daily permits are required Monday through Thursday, 7:00am to 10:00pm, and Friday, 7:00am to 5:00pm. The cost of a daily permit is $8.00. Permit located in lots A, D, G, S and on the ground level of the parking structures accept Discover, MasterCard, and Visa, only the machines located in surface lots accept $1 & $5 bills only. Permit machines located on levels two and above of the Nutwood, State College, and Eastside Parking Structures accept Discover, MasterCard, and Visa only.

The price of a semester parking permit is $236. Student semester parking permits may be purchased at Parking and Transportation (T-1400) Monday-Thursday 7am - 7p.m., and Friday 7a.m. - 4p.m. It may also be purchased online through the Campus Portal: http://parking.fullerton.edu/Parking/OnlineParkingPermitSales.php. Parking fees and regulations are subject to change without notification. Please visit the Parking and Transportation website for updated information.

Visitor Parking
Short-term visitor parking is available in the Park and Pay area on the lower level of the State College, Eastside, and Nutwood parking structures. The Park & Pay lots are restricted to two hour parking only and cost $2.00 per hour. For visits longer than 2 hours, visitors may purchase a daily parking permit.

Disabled Persons Parking
A current DMV disabled person placard or license plate and valid CSU Fullerton parking permit must be displayed in a
vehicle while parked in a space designated for disabled persons. For further information regarding parking for the disabled, contact Disabled Student Services at (657) 278-3117, University Hall 101.

**Bicycles**
Cyclists must comply with all applicable laws and regulations, exercise due care and use reasonable caution at all times, and not obstruct or limit access to University facilities when leaving a bicycle unattended. Bicycles may be ridden on marked bicycle paths. Bicycles may not be ridden in posted dismount areas, campus buildings or parking structures; over shrubbery, or on grass.

**Alternative Transportation**
Don't spend your valuable time searching for a parking space. Enjoy a stress-free commute to campus by taking advantage of alternate transportation programs available to students. Student transportation programs are subject to change without notification. Please visit the Parking and Transportation Services website at www.parking.fullerton.edu for current information.

- **University Pass (U-Pass)** U-Pass is a reduced-fare bus pass, offering students unlimited rides to campus, work, shopping, the beach, or anywhere they choose on any of OCTA's local routes. Undergraduate students who are currently enrolled in 9 or more units and graduate students who are currently enrolled in 6 or more units may purchase one subsidized U-Pass for $92 each semester. The retail price of an OCTA bus pass is $69 per month, or $276 for a 4-month semester. Parking and Transportation Services subsidizes the cost of the U-Pass, allowing eligible students to purchase the pass at the Parking & Transportation Office for only $92. The pass is valid throughout the semester. OCTA may ask to see your Titan ID Card upon boarding. To obtain a U-Pass, visit the Parking and Transportation Office. For bus route information, call (714) 636-RIDE.

- **Train and Bus Programs** Ride Metrolink for 25% off then show your Metrolink pass to board OCTA for free! 25% discounted student monthly passes and 10-trip tickets are available through the ticket vending machines at all Metrolink stations. While riding the train, students must show their student identification along with a valid pass or ticket upon request of fare enforcement personnel. For details, please visit Metrolink’s website at www.metrolinitrains.com. After you ride the Metrolink train, simply show your Metrolink pass to complete your trip on any local OCTA bus at no extra charge.
  - OCTA provides transportation between the Anaheim Canyon rail station (Route #24) and the Fullerton Transportation Center (Route #26) to CSUF. There is no fee to board.

- **Amtrak** Amtrak offers students 10% off rail fare to all of their destinations. Detailed information is available on their website at www.amtrak.com/student-discount

- **Carpools** Plenty of parking is available for students who carpool. A minimum of two registered Cal State Fullerton students per vehicle and a valid CSUF permit is required to receive a complimentary carpool permit. Registration is limited and restrictions apply. Cal State Fullerton students may post and find a carpool partner online at www.parking.fullerton.edu/carpoolboard

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**University Police**

- **http://police.fullerton.edu/**
  - **(657) 278-2515 (non-emergency) I 911 (emergency)**
  - **UPD**

Monday-Sunday, 24 hours a day, including holidays
The University Police Department provides law enforcement and safety-oriented services for California State University, Fullerton. Vested with full law enforcement powers and responsibilities identical to local police departments in the community, our officers meet training requirements mandated by the California Commission on Peace Officers Standards and Training, and the department has been accredited by the Commission on Accreditation for Law Enforcement Agencies. University Police officers are responsible for investigating crimes, issuing traffic citations and responding to medical and fire emergencies and traffic accidents, as well as other incidents that require police assistance. In an emergency, you can reach the University Police by dialing 9-1-1 from a campus or cell phone.

Services provided include:

- **Crime prevention presentations on personal safety, and awareness programs to include rape prevention, narcotics, alcohol, stalking and identity theft to better educate the campus community about crime prevention.**

- **RAD - Rape Aggression Defense classes which teach women rape prevention and avoidance strategies, as well as self-defense techniques.**

- **Safety Escort Service - provided for your safety during the evenings and throughout the night by the Community Service Officer Program.**

- **Live-Scan Fingerprinting and Key Requests**

As required by the Jeanne Clery Act, the University's Annual Security and Fire Safety Report and crime statistics for the past three calendar years are available online at police.fullerton.edu or by requesting a copy at the University Police Department. The University Police will issue timely
warnings to the campus community on crimes considered to be a threat to students or employees.

All members of the campus community play an important role in ensuring a safe campus community. It is a willingness to look out for one another, to report suspicious activities immediately to the University Police, and to be involved in the safety and security of the Cal State Fullerton campus.

✉️ Financial Aid

http://www.fullerton.edu/financialaid/
(657)278-3125
University Hall 146
financialaid@fullerton.edu

The Office of Financial Aid administers a variety of funding sources to assist you in meeting the cost of attendance at Cal State Fullerton. These programs include federal and state grants, student loans, student employment, and scholarships.

You must complete the Free Application for Federal Student Aid (FAFSA) in order for our office to determine your eligibility for aid. You can apply online at www.fafsa.ed.gov. The information you report on the application is used to calculate your Expected Family Contribution (EFC), which is the amount you and your family are expected to contribute toward your education. The EFC is used to determine your eligibility for the various financial aid programs and to determine your financial need, which is calculated by subtracting the EFC from the student cost of attendance. AB 540 students can apply for private scholarships and state aid by completing the CA Dream Act application online at www.caldreamact.org. Don't disqualify yourself it's free to apply! We look forward to assisting you in achieving your educational goals.

✉️ Open University

www.ou.fullerton.edu
(657)278-2611
CP 100
ueiinfo@fullerton.edu

Through Open University (OU), people not currently admitted to a degree program at California State University, Fullerton can enroll in undergraduate and graduate-level classes and gain college credit. This includes former CSUF students, CSUF alumni, disqualified students and members of the general public. Those waiting for admission to the university can also take classes through OU. Registration is
provided on a space-available basis. Taking a course through Open University does not constitute admission to CSUF. Those currently enrolled at Cal State Fullerton, or those admitted to the current semester, are not eligible to take classes through OU.

✉️ Dean of Students Office

🌐 www.fullerton.edu/deanofstudents
📞 (657)278-3211
📍 TSU235

The Dean of Students Office serves a primary role in advocating on behalf of students and helping students to make meaningful connections to the campus community. Advocacy is provided through the delivery of resources and support services to students and meaningful connections are drawn through encouraging student's involvement at the University, fostering development, and promoting student participation in campus governance. Additionally, the Dean of Students Office provides leadership in the development of campus policies particularly as they relate to student co-curricular experiences and interfaces with external audiences such as parents, city officials, and community agencies. In addition to working closely with the Associated Students, Inc. and serving as the campus coordinator for Alcohol and Other Drug Programs, the Dean of Students Office oversees several departments.
TitanCard: Student Identification

- www.fullerton.edu/it/services/titancard
- (657)278-3555
- Library, Pollak Library First Floor

The TitanCard is the official identification card issued by the University to students, faculty, staff, or other authorized individuals for the sole purpose of identification and access to campus facilities, services, and activities. The card identifies your primary affiliation with the campus and not temporary or seasonal affiliations.

Your TitanCard serves as a stored value card. Money that is stored on your card is called TitanTender. Every TitanCard issued has this functionality automatically available, there is no need to open a checking account to use TitanTender. TitanTender can only be used on campus. TitanTender is the only payment accepted on campus for printing and copyng in campus labs, credit cards and debit cards are not accepted. TitanCard can be used on campus for various services. It can be used to purchase your books and school supplies, to buy food at the eateries on campus, to gain access to computer labs, print, copy and use the microfiche machines in the Pollak Library. TitanTender can be used at the following locations: Food Court, Titan Bookstore, Student Recreation Center, Titan Billiards and Bowl, The Gastronome, Admissions and Records, Digital Print Services, Starbucks, Brief Stop, Carl's Jr., Nutwood Café, LH Express, and Irvine Bookstore.

Disability Support Services

- www.fullerton.edu/dss
- (657)278-3112
- UH 101
- dsservices@fullerton.edu

The mission of the Office of Disability Support Services at California State University, Fullerton is to increase access and retention for students with permanent and temporary disabilities by ensuring equitable treatment in all aspects of campus life. The program acts as a catalyst and agent for compliance with Federal and State laws and regulations mandating equal opportunity and access for persons with disabilities. Disability Support Services provides co-curricular and academically related services which empower students with disabilities to achieve academic and personal self-determination.

Associated Students, Inc.

- http://asi.fullerton.edu/
- (657)278-7739
- TSU 218

ASI is a non-profit, auxiliary corporation and the recognized student government at Cal State Fullerton. ASI provides student engagement and development opportunities through leadership, volunteer, and employment experiences. ASI provides campus community members with important social, cultural, and recreational opportunities, as well as a wide range of programs and services. Every part-time or full-time student is a member of ASI through fees paid each semester. These fees are administered by ASI through the student-elected Board of Directors and Executive Staff, and provide for student governance, shared governance of the university, programming of student activities, funding of campus organizations and athletics, and the operation of the Titan Student Union, Student Recreation Center, Children's Center, and CSUF Irvine Campus Fitness Center and Lounge.

ASI Services
ASI offers a number of services to the Cal State Fullerton community, including discounted tickets to local amusement
parks and area attractions; legal referrals, guidance, and consultation services through the College Legal Clinic; complimentary newspapers including USA Today, the Orange County Register, and the Los Angeles Times through the Titan Readership Program; scholarship opportunities each semester; and much more. For more information about all of the services ASI has to offer, please visit asi.fullerton.edu.

Student Wellness

http://www.fullerton.edu/studentwellness
(657)278-2800
SHCC

Maintaining an optimal level of wellness is absolutely crucial for living a higher quality life and reaching your highest potential. As a student, how well you do at CSUF is directly related to how "well" you are in all areas of your life. At Student Wellness we provide the advocacy, environment, services, accessibility and resources for students to achieve their greatest potential.

Health Services

http://www.fullerton.edu/studentwellness/health_services/
(657)278-2800
Student Wellness (SHCC-East)

- Health Services strives to heal and support the Titan community through accessible, high-quality care and prevention education. Your success begins with health; your health begins with us. Health Services strives to heal and support the Titan community through accessible, high-quality care and prevention education. Your success begins with health; your health begins with us.
- Currently enrolled students can receive basic health services at no charge. Staffed by physicians, nurse practitioners and other healthcare professionals, the center:
  - provides basic medical care
  - has a laboratory and x-ray department
  - operates a pharmacy which dispenses prescriptions and over the counter medications at cost
  - provides specialty services including acupuncture, chiropractic, orthopedics, and optometry
  - has a progressive physical therapy department providing rehabilitation as prescribed by a Student Health Service provider
  - To make an appointment, go online at http://www.fullerton.edu/studentwellness/health_services/

Counseling and Psychological Services (CAPS)

http://www.fullerton.edu/studentwellness/health_services/
(657)278-3040
Student Wellness (SHCC-East)
dsservices@fullerton.edu

Counseling and Psychological Services (CAPS) strives to help students achieve their academic, professional, and personal goals. Counselors can help students improve coping skills, strengthen personal relationships, navigate the college
transition, recover from traumatic experiences, and engage in self-exploration. CAPS offers brief counseling for individuals and couples, group counseling, psychiatric services, referrals, crisis intervention, and workshops to eligible CSUF students. CAPS counselors are also available to consult with faculty and staff about concerns related to student mental health. In addition, CAPS is home to an APPIIC-member doctoral internship program, offering training in professional psychology for graduate students in counseling and clinical psychology.

CAPS offers psychological assessment, individual counseling, couples counseling, group counseling, crisis intervention and psychiatric services to currently enrolled full-time and part time students at CSUF. The Mandatory Student Health Fee (MSHF) paid by students each semester includes CAPS services. There are no additional fees for services.

Eligibility
Extended Education students in Open University are eligible for services if the student has paid the MSHF or bought a Titan Health card for the semester. Students who are not enrolled for summer classes but are enrolled in the upcoming fall semester are eligible for services if the student pays a summer MSHF. Individuals who are not eligible for services include students who have withdrawn or graduated in addition to Extended Education students in Certificate courses.

Titan Shops

http://www.titanbookstore.com/home.aspx
(657)278-3418

Titan Shops is more than just a bookstore. It is a full-service provider of textbooks, technology, and school supplies, as well as CSUF clothing and gifts. All locations are open throughout the week, or you can shop online any time. Located in the center of campus between the Pollak Library and Titan Student Union (TSU), Titan Shops’ main store also houses the School First Federal Credit Union, and U.S. Bank.

Additional locations include two convenience stores - the Brief (Langsdorf Hall) and the Yum (TSU) - where students will find a variety of snacks, drinks, and basic supplies including scantrons and blue books. There are also 3 vending machines: Shop24 (south side of Humanities Building), stocked with food and drinks, and two scantron machines (1st floor of College Park & 2nd floor of Mihaylo Hall). The Irvine store (IRVC 104) carries textbooks, supplies, and CSUF merchandise, along with food and drinks. For more information, visit the website.

Housing and Residential Life

www.fullerton.edu/housing
(657)278-2168
1509 East Campus Drive, Fullerton, CA 92834
housing@fullerton.edu

On-Campus Housing
The new student housing facility will offer amenities for 2,000 new and continuing students. Due to the high demand of spaces, housing is offered to incoming students via a lottery system. Applications for housing are separate from any other application process. For more an application, please visit the housing website.

Off-Campus Housing
The following websites can help in searching for housing accommodations in Fullerton and the surrounding areas:

- www.ratemyapartments.com
- www.uloop.com/housing
- www.forrent.com

Grand Central Art Center
www.grandcentralartcenter.com/
(714) 567-7233
125 N. Broadway, Santa Ana, CA 92701
grandcentral@fullerton.edu

The Cal State Fullerton Grand Central Art Center (GCAC) is the result of a unique partnership between the University and the city of Santa Ana, located 10 miles south of the main campus in the heart of downtown Santa Ana. The Art Center is a mixed residential, commercial, and educational complex. The Art Center is a 3 level structure with apartments and studio spaces for visual arts graduate students. 27 apartments are available for students who have been accepted into the University M.A. or M.F.A. visual and performing arts programs. Students live and work at Grand Central. Each resident who rents an apartment is assigned a studio and parking. Interested students should contact Grand Central Art Center for more details and to arrange a tour.
The Center for Internships & Community Engagement (CICE)

www.fullerton.edu/CICE
(657)278-3746
LH 206
cice@fullerton.edu

Partnerships with companies, government agencies, and non-profit organizations connect Cal State Fullerton faculty and students to communities in and around Orange County. Community partners provide the practical and experiential learning components that enrich the classroom learning of CSUF students. The Center for Internships and Community Engagement seeks to help you develop, sustain and improve the quality of academic internships and service-learning experiences for CSUF students while meeting the needs of the company/organization. Services include:

• Provide technical assistance to design academic internship and service-learning opportunities that are high quality, marketable, and appropriate
• Provide free access to the university comprehensive database, Titan Connection, where all students search for jobs, internships and support. This allows you to post opportunities and positions at your site without quantity limits
• Retain positions and position descriptions in a database free of charge without quantity limits
• Provide tools to keep track of student work hours and provider evaluation
• Notify you on grant opportunities and other relevant on-campus activities
GRADUATE STUDENT ORGANIZATIONS

 Brewery Graduate Students Club

The purpose of this organization is to provide opportunities for association and interaction between students, faculty, and the administration of CSU Fullerton. In addition to the above interactions, students can receive funding through NSM-ICC for presenting scientific work at conferences.

Contact information: bgsc.csuf@gmail.com

 College of Education Inter Club Council

This council is for graduate students enrolled in the College of Education. This organization helps students with expenses related to educational leadership trainings and seminars. Additionally, we provide funding for the Student Council for Exceptional Children and the Student California Teachers Association.

Contact information: csufeducationicc@gmail.com

 Geo-Institute Graduate Student Organization

The purpose of this organization is to provide opportunities for association and interaction with the faculty and administration at CSU Fullerton, support initiative of the Geo-Institute to increase student’s membership and participation, increase awareness among civil engineering undergraduates of the geotechnical field and graduate school opportunities, and facilitate planning of annual events within the department.

Contact information: csufcalgeo@gmail.com

 Graduate Counseling Student Association

The purpose of the Graduate Counseling Student Association is to promote communication between all student members and faculty. The Graduate Counseling Student Association supports the College of Health and Human Development, upholds the policies and standards of CSUF and participates in campus events as a group.

Contact information: gcsa.fullerton@gmail.com

 Teaching Writing Club

This group aims to advance and expand the understanding of teaching composition. They facilitate discussions and events that will better prepare English graduate students to teach beginning composition at universities and community colleges.

Contact Information: teachingwritingclub@gmail.com

 Master of Social Work Association

The purpose of this organization is to provide opportunities for MSW students and the members of the university community to enhance the lives of those local community members who face oppression, injustice, misfortune, destructive acts of nature, and institutional racism. Additionally, they seek to increase community within students in the social work program, professional development, career enhancement, scholarly development, faculty-student interaction, advocacy, outreach and other activities designed to enhance professional development of master of social work students.

Contact information: mswmedia@gmail.com

 SOARing Graduate Student Association (SGSA)

The SOARing Graduate Student Association (SGSA) promotes the retention of graduate students throughout their program at CSUF. SGSA aims to promote a culture of academic and professional development through a strong network of likeminded students in an environment that is centered on community, social, and professional support. SGSA provides graduate students with: a platform to develop a strong professional network with faculty, fellow students, and other University partners, a resource sharing community through the Graduate Student Success Center, and social events that strengthen your academic and professional support network.

Contact information: csufsga@fullerton.edu
The Criminal Justice Students' Association (CJSA)

CJSA recognizes academic excellence of undergraduate and graduate students of criminal justice at California State University, Fullerton. The goals of CJSA are to honor and promote academic excellence, community service, educational leadership, and unity. CJSA provides opportunities to meet and network with other criminal justice majors, faculty, and professionals in the field of criminal justice through seminars, facility and program tours, volunteer work, and internships. It also provides forums for the discussion and debate of current criminal justice issues that affect us in our chosen vocation, our communities, school, and society. Students become involved in community outreach through fundraising and volunteer work, while also building relationships with peers, faculty and criminal justice professionals and obtain excellent leadership skills development and experience.

Contact information: aps_csja@fullerton.edu

Golden Key International Honour Society

Golden Key International Honour Society is nationwide and worldwide. It is the world’s largest collegiate honor society and by invitation only to the top 15% of college and university sophomores, juniors, seniors, and graduate students. Golden Key offers the members $1,000,000 in scholarships and awards annually. We also proudly provide great programs to help you succeed in your career.

Contact information: www.csuf.goldenkey.org

Physical Education Teacher Education Club

The goal of this club is to create a community of students, undergraduate, credential, and graduate students, to discuss issues in physical education, network, and support each other in our common goal to increase physical activity.

Contact information: www.facebook.com/csufpeteclub

Sigma Tau Delta English Honors Society

Sigma Tau Delta is an international English honor society that recognizes the successful, hardworking individuals within the undergraduate, graduate, and professional levels of study.

Contact information: dkelman@fullerton.edu

ETA Chapter Lambda Alpha National Anthropology Honors Society

This organization is dedicated to assisting anthropology undergraduates, graduates, and alumni with their professional growth through workshops, fieldtrips, conferences, and establishing networks.

Contact information: lambdaalphacsuf@gmail.com
**Resource Centers**

**Diversity Initiatives & Resource Centers**

- [www.fullerton.edu/dirc/](http://www.fullerton.edu/dirc/)
- (657) 278-3234
- Pollak Library North 203
dirc@fullerton.edu

The mission of the Diversity Initiatives and Resource Centers (DIRC) is to create learning environments and opportunities that support the University mission by preparing students to become leaders in a global society. Specifically, DIRC offers workshops and trainings designed for students to become self-aware, culturally competent, civically engaged, critical thinkers.

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**African American Resource Center**

- [www.fullerton.edu/aarc/](http://www.fullerton.edu/aarc/)
- (657) 278-3230
- Humanities 222
aarc@fullerton.edu

The Mission of the African American Resource Center (AARC) is to provide an opportunity for individuals to pursue the academic, research, and cultural interests of African Americans. It provides resources, services, programs and events that focus on the total integration and success of African American students. Additionally, the AARC complements the University's efforts in building a sense of community. It also serves as a tool for empowerment of the diverse segments of the University's population through increased accessibility to scholarly research, cultural awareness education, and collaborative activities.

Services that the AARC has to offer:
- Peer-to-peer advisement/referrals/tutoring
- Scholarships/internship information
- General campus information
- African American Club/organization support

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**Titan Dreamers Resource Center**

- [www.fullerton.edu/tdrc/](http://www.fullerton.edu/tdrc/)
- (657) 278-3234
- Pollak Library North 203

The Titan Dreamers Resource Center is designed to provide undocumented students with academic and emotional support, referrals to financial assistance, information on programs and services designed to improve retention and graduation rates, and a comforting environment for students who can connect with one another.

Programs & Services:
- Referrals to academic and career advising
- Assistance with completing the AB 540
- Affidavit, the California Dream Act application for financial aid, and with applying to scholarships for which students are fully eligible
- Referrals to reliable resources for legal advice
- Co-curricular engagement opportunities
- Mentoring support
- Ally training and access to allies
- Counseling and wellness support
- Workshops and programs that cover a wide range of topics including: navigating the University, intersections of identity, leadership development, and applying to graduate school

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**Asian Pacific Islander Resource Center**

- [www.fullerton.edu/aparc/](http://www.fullerton.edu/aparc/)
- (657) 278-3742
- University Hall 210B, 211B

California State University, Fullerton's Asian Pacific American Resource Center strives to unify and empower its community by serving as an academic and creative home for its students, staff, and faculty, as well as its external community links. Our center seeks to foster the holistic development of its AAPI community through caring, culturally responsive, theory driven practices, and by encouraging the engagement of its campus AAPI community, resource centers, affiliated partnerships, community leaders, and allies whose reach may extend statewide, nationally, and internationally.
Chicana and Chicano Resource Center

- www.fullerton.edu/crc/
- (657)278-2537
- Titan Shops CRC 109
- crc@fullerton.edu

The Mission of the Chicana/o Resource Center (CRC) at California State University, Fullerton is to provide a learning environment for students, faculty, staff and the broader community that is inclusive and fosters the history, education, and culture of Chicanas/os and Latinos.

LGBT Queer Resource Center

- www.fullerton.edu/lgbtq
- (657)278-4218
- Titan Student Union 254
- lgbtq@fullerton.edu

The mission of the LGBT Queer Resource Center is to create an inclusive and affirming space and community for students, staff, faculty, and the broader community to explore issues related to sexual and gender identity through an intersectional lens.

Resources offered include:

- Developing queer leadership presence on the CSUF campus
- Thinking queer speaker series
- Variety of LGBTQ resources and referral services
- Linking students to LGBTQ students and ally faculty

WoMen’s Center

- www.fullerton.edu/womencenter/
- (657)278-3928
- University Hall 205
- womenscenter@fullerton.edu

The WoMen’s Center is dedicated to issues of gender equity on campus and the surrounding community. The center’s mission is to disseminate information on the status of women and men in society today, to foster an environment to enhance gender knowledge and awareness and to focus on the elimination of stereotypes, including racial, gender, sexual orientation, age and socioeconomic status. Intellectual and emotional development, and growth and support of the student body at CSUF are implicit in all of the center’s goals. The WoMen’s Center also provides several resource centers that provide students with services and information on the status of women of different ethnicities. Also, the WoMen’s Center offers group opportunities for women and men.

Adult Reentry Center

- www.fullerton.edu/adultreentry
- (657)278-3928
- University Hall 205
- aflowers@fullerton.edu

The Adult Reentry Center (ARC) is dedicated to issues of the adult learner and the successful completion of their educational goals. The profile of the adult reentry student is constantly evolving, and the number of reentry students at our university is rapidly growing. Our adult reentry students are typically at least 25 years of age and have made the decision to attend our university to complete their education.

Returning to school after an absence is a significant issue for adult learners. Usually, they return with more responsibilities to manage than when they were previously in school, such as marriage, children, extended families, jobs, and careers. These additional demands upon their schedules may initially elicit concerns about time constraints, performance, and the level of skills they possess in the academic arena. Typically, reentry students achieve a remarkable level of competency as they progress toward their academic goals.

Veteran’s Resource Center

- www.fullerton.edu/veterans/
- (657)278-8660
- University Hall 230
- vss@fullerton.edu

The Veterans Resource Center (VRC) assists active and reserve military, veterans, and dependents at California State University, Fullerton in successfully navigating the academic environment through programs, guidance, support services, certification of veterans and dependents educational benefits, and campus and community resources. The VRC is committed to offering comprehensive and personalized services within a unique learning community that facilitates the student’s social and academic integration from admission to achieving their academic and professional goals. VRC has many programs aimed to assist veteran students navigate the transition to being a college student.
RESOURCE CENTERS

🔗 Male Success Initiative

🔗 www.fullerton.edu/msi/
📞 (657)278-4575
📍 University Hall 183

The Male Success Initiative (MSI) is a program offered under the umbrella of the Student Academic Services that provides academic and student support services to low income first-generation male students at CSUF. Many of our male students are faced with difficult academic and personal challenges. These challenges can affect their post-secondary retention, persistence, and graduation rates. Thus, appropriate training and development is needed to help prepare them to be successful leaders in the 21st century.

The program has been expanded to include all male students of low income and first-generation populations. The MSI curriculum will cover a wide-range of important and practical subjects. The program consists of both face-to-face sessions as well as several virtual sessions throughout the following academic year. The MSI topics include Leadership and Professional Development, Peer Mentoring, Professional Networking Opportunities, A Men of Success Speaker Series, and Academic Support.

🔗 Student Life and Leadership

🔗 www.fullerton.edu/sll/
📞 (657)278-7622
📍 Titan Student Union 234
✉️ studentlife@fullerton.edu

Student Life and Leadership (SLL) provides programs and services to Cal State Fullerton students that will facilitate student involvement and participation. The SLL is the center on campus where student organizations can:

- Learn about campus activities and events
- Get information on the 250+ clubs and organizations on campus
- Make facility reservations at various locations around campus
- Learn how to start a new club
- Obtain posting approvals for flyers
- Find out about fundraising and leadership activities
- Receive advisement for special events, recognition process, and organization office space
- Request a student organization mailbox and email account
Safe Spaces for Students

SafeSpace Ally

www.fullerton.edu/lgbtq/training

The purpose of the LGBT SafeSpace is to increase awareness of LGBT issues facing lesbian, gay, bisexual, and transgender students and foster a campus climate that promotes the academic and personal success of LGBT persons.

The role of the SafeSpace Ally includes:

- Listening openly, non-judgmentally, and with empathy
- Provide support and resources (including on and off campus referrals)
- Stressing that homophobia and discrimination based on sexual orientation is harmful to the campus community
- Making themselves available and visible to connect with LGBT students

CSUF VetNet Ally Program

www.fullerton.edu/veterans/vetnet.php
(657)278-8660
University Hall 230
vss@fullerton.edu

The VET NET Ally program was developed and presented as a four-hour seminar by the Director of Veterans Affairs Services, Dr. Marshall Thomas; the former-director of Veterans Affairs Services, Mr. Patrick O'Rourke; and staff psychologist from the university office of Counseling and Psychological Services, Dr. Michael Barraza. Each member of the development and presentation team presents modules that provide information or experience in one of four major theme areas: program purpose, policies and procedures related to veterans in higher education, military and post-military culture and transition, and personal identity issues associated with status as a service member or veteran.

Vet Net Ally Mission

- Provide service members and veterans with comfortable access to trustworthy, knowledgeable, and sensitive people who can provide a safe and non-discriminatory environment
- Provide an opportunity for CSUF faculty and staff to demonstrate support for service members and veterans
- Provide all students on campus an opportunity to respond to instances of discrimination or harassment based on perceived or self-reported status as a service member or veteran
- Educate members of the university community about the needs and concerns of service members and veterans
- Assist university personnel in understanding that discrimination based on status as a service member or veteran is harmful to the campus environment for all
- Foster a campus atmosphere that supports the academic freedom and professional, personal and social success of service members and veterans
- Advance the university's progress towards a campus that discourages discrimination and openly celebrates diversity

Title IX

CSUF Cares in informing and protecting our community. Below you will find some brief information about Title IX and appropriate resources. For more complete information about Title IX and the office please contact CSUF Title IX Office, Langsdorf Hall 809 B, Division of Student Affairs.

Mary Becerra, MPH | Title IX Coordinator
Langsdorf Hall, Suite 809
mbecerra@fullerton.edu
(657) 278-2850

What is Title IX?

Although Title IX is commonly associated with sex-based discrimination in athletics, the law is much broader. Title IX of the Education Amendments of 1972 is a federal law that provides:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance.

Title IX prohibits sex discrimination in all university programs and activities, including, but not limited to, admissions, recruiting, financial aid, academic programs, student services, counseling and guidance, discipline, class assignment, grading, recreation, athletics, housing, and employment.

Sexual harassment and sexual violence are forms of sex discrimination prohibited by Title IX. Title IX also prohibits retaliation against people for making or participating in complaints of sex discrimination.

For more information about Title IX, visit the U.S. Department of Education's website. https://www2.ed.gov/about/offices/list/ocr/docs/tix_dis.html
SAFE SPACES FOR STUDENTS

**Reporting**
- University Police (24 hours a day, 7 days a week): (657) 278-2515
- Confidential Victim Advocacy
  WoMen’s Center (University Hall, 205) walk-in or by appointment: (657) 278-3928
- Title IX Office, Langsdorf Hall 809 (LH 809) walk-ins M-F 8am - 5pm or by appointment.
- Mary Becerra, MPH
  Title IX Coordinator
  Langsdorf Hall -809
  mbecerra@fullerton.edu
  657-278-2850

**Response and After Care**
- Confidential Victim Advocacy
  WoMen’s Center (University Hall, 205) walk-in or by appointment: (657) 278-3928
- Student Health Services: (657) 278-2800
- Counseling and Psychological Services: (657) 278-3040 or make an online appointment
- Dean of Students Office, Titan Student Union, 243
  Campus-based accommodations
  Student Conduct and adjudication
  (657) 278-3211
**Student Portal**

Your portal is a key medium of communication at Cal State Fullerton. Through the portal, you can access:

- **Titan Apps**: Your email, calendar, and a collaborative document sharing tool are available here.
- **Titan Online**: Entry way to your Student Center. Inside your Student Center, you can search and register for classes, pay fees and charges, check your financial aid status, print your unofficial transcript, and more.
- **TITANium (Moodle)**: The University’s course management system where students can read class assignments, and email the instructor.
- To log onto your portal, visit my.fullerton.edu from any web browser. Type in your campus username and password. If you have any questions or need assistance, please email StudentITHelpDesk@fullerton.edu

**Information and Learning Commons (ILC)**

**Student Genius Corner (SGC)**

- **Pollak Library 1st Floor North**

ILC offers a variety of Student Technology Services (STS) to facilitate and enhance student’s learning experience on campus.

- Access to computers (PC & Mac), printing (Black and White or Color), scanning stations.
- Access to collaborative workspaces with portable whiteboards and charging station.
- Smart group study rooms checkouts.
  - Students can carry out group projects and develop presentations while having access to cutting edge technology.
  - Students can make online reservations for the equipped group study rooms at http://apps.fullerton.edu/ilcreserve/
- Device checkout programs.
  - Long term laptop checkout.
  - Hourly laptop checkout.
  - Campus related software installation (excludes operating system support and virus removal).
- Titan Tech Service Center (part of Titan Shops) provides students with diagnostic and repair services for personal laptops and devices.

- Additional ILC services include one-on-one research assistance, in-depth research consultation, tutoring, and writing assistance.

**Student IT Help Desk**

- **(657)278-8888**
- StudentITHelpDesk@fullerton.edu

The Student IT Help Desk provides technical support to students for campus related technologies such as:

- Titan Online
- Student Portal
- TITANium
- Campus Email
- Campus Software
- Wireless Connection

**Computer Labs**

Students have access to all computer labs on campus. There are several computer labs located throughout campus and the most commonly used are located in McCarthy Hall (MH-47), Pollak Library (PLN 1st Floor, PLN 2nd Floor, PLN 4th floor), the Computer Science Lab (Computer Science-200), and the Modern Language Media Center (Humanities-325).

Students use their portal usernames and passwords to access computers and may obtain computer availability information through the I-Fullerton app at [http://www.fullerton.edu/it/students/computerlabs/](http://www.fullerton.edu/it/students/computerlabs/)

**Free Software**

To support student academic success, the Division of Information Technology provides currently enrolled CSUF students a variety of productivity software titles. To see the software available to download visit [http://www.fullerton.edu/it/students/software/](http://www.fullerton.edu/it/students/software/)
GET CONNECTED!

✍️ Office of Graduate Studies
- CSUF Office Of Graduate Studies
- @CSUFGradStudies
- csufgradstudies
- CSUF Office of Graduate Studies

✍️ International Students
- CSUF Newly Admitted International Students

✍️ TitanLink
- http://fullerton.collegiatelink.net/organizations

✍️ SOAR
- csuf_sgsa
- Graduate Student Success Center
- soaring_grauntes
- SOARing Graduate Student Association (S.G.S.A.)

✍️ Looking for a Roomate?
- CSUF Roomate Needed Database
Production information for the 2017-2018 Graduate Student Handbook

Graduate Assistant Editor: Giselle Magdaleno and Maria Lozano Ortiz
Layout and Design: Mikael Lee
Photography: Matt Gush and Office of Graduate Studies
Participants: Office of Graduate Studies Staff

(Please note: This handbook is not intended to be a substitute for the University Catalog; in case of discrepancy, the University Catalog is the correct version).