Presentation Overview

1. American University Structure
2. Academic Standards and Grades
3. American graduate school expectations
4. How to be successful
5. Finding a job on campus
6. Health Insurance
THE 23 OUTSTANDING CAMPUSES OF THE CSU

[Map of California showing 23 campuses of the CSU]
1. American University Structure

- Adherence to:
  - California state regulations
    = Title 5 of the California Code for Education
  - Chancellor’s Office policies
    • = Executive Orders
- University Policy Statements
- CSUF Presidential Directives
American University Structure

• University = 6 Divisions
  – Academic Affairs is the largest Division

• Division of Academic Affairs: 8 Colleges
  – College: Dean, Associate Dean, Assistant Dean

• Each College has multiple Departments
  – Department: Department Chair, Vice Chair, Graduate Program Advisor, faculty, staff
Graduate Education @ CSUF

- Graduate degree programs:
  - 55 degree programs in 8 Colleges
  - 53 master’s and 2 doctorates
  - Credentials, Certificates, other “postbaccalaureate”
  - 5200 graduate students (Fall 2017)
    - 1000 Int’l graduate students
2. Academic Standards and Grades

• Integrated, intense curriculum
• Courses meet once or twice per week
• “Full time” = 6-9 units = 2-3 courses
Grades

• 2 or 3 or 4 assignments to submit to Professor:
• In-class:
  – Examination or quiz or midterm or final exam
• Outside class:
  – Paper or project or homework

Everything you submit to Professor is GRADED
  – reviewed, assessed, evaluated
  – Assigned a grade
  – No second chance to fix your work
- End of semester: professor adds up your grades for your course grade
- GPA stands for Grade Point Average
Grades & Grade Point Average

- Other grades are:
  - CR: “credit”
  - NC: “no-credit”
  - RP: “Work in progress”
  - W: “Withdrawal”
  - WU: “Unauthorized Withdrawal”
  - I: “Incomplete”
  - IC: “Incomplete Charged”

- Grades to Avoid – Negative Effect on GPA (anything below B):
  - B- and below: 2.70 and lower grade points
  - WU = 0.00 grade points
  - IC = 0.00 grade points

- International students’ visa status!
  - Do not allow for Incomplete (I) nor Withdrawal (W)
Grade Point Average

- GPA must be maintained at a minimum of 3.00 (no averaging: 2.99 ≠ 3.00)
- 3.00 GPA should be maintained in two areas
  - Study Plan courses
  - All Graduate courses
- Courses 100, 200, 300 not included in Grad GPA, some but not all 400 level courses are included.
Grad Students ≠ Undergrads

- Academic policies are stricter for Graduate Students

- Course Repetition
  - Must repeat a course if you earn less than the minimum grade required (normally a C is the minimum)

- No “grade forgiveness” for graduate students
  - Retaking a course earning a better grade will NOT remove the first grade from the grade-point average calculation.
  - Both grades are included in the grade-point average as separate grades

- Can only repeat a course once
# Reading Your Student Transcript

## Fall Semester 2014

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Units</th>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intro to VLSI Design</td>
<td>3.0</td>
<td>B-</td>
<td>8.1*</td>
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<tr>
<td>VLSI/Nano Tech &amp; Device</td>
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<td>9.0*</td>
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<td>Introduction to Robotic</td>
<td>3.0</td>
<td>B</td>
<td>8.1*</td>
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**Enrollment Dates:** Aug 23, 2014 to Dec 12, 2014

<table>
<thead>
<tr>
<th>Term</th>
<th>Enrolled</th>
<th>Earned</th>
<th>GPA-Units</th>
<th>GRD-FT</th>
<th>Acad-GPA</th>
<th>GPA</th>
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<td>12.00</td>
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Grad GPA: 12.00

Graduate Probation Jan 07, 2015

## Spring Semester 2015

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Units</th>
<th>Grade</th>
<th>GPA</th>
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</thead>
<tbody>
<tr>
<td>Design W/u - Contlr FPG</td>
<td>3.0</td>
<td>D+</td>
<td>3.9*</td>
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<tr>
<td>CMOS VLSI Design</td>
<td>3.0</td>
<td>F</td>
<td>0.0*</td>
</tr>
<tr>
<td>Satellite Communication</td>
<td>3.0</td>
<td>C</td>
<td>6.0*</td>
</tr>
<tr>
<td>MMIC Design and Analysis</td>
<td>3.0</td>
<td>B+</td>
<td>9.9*</td>
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**Enrollment Dates:** Jan 17, 2015 to May 08, 2015

<table>
<thead>
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<th>Term</th>
<th>Enrolled</th>
<th>Earned</th>
<th>GPA-Units</th>
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Grad GPA: 24.00

Graduate Probation May 28, 2015

## Fall Semester 2014

Admitted To:
Master of Science
Major: Electrical Engineering

<table>
<thead>
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<th>Course Title</th>
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<th>GPA</th>
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<tbody>
<tr>
<td>Digital Control Systems</td>
<td>3.0</td>
<td>C</td>
<td>6.9*</td>
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<tr>
<td>Com Methods Numerical A</td>
<td>3.0</td>
<td>B</td>
<td>9.0*</td>
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<td>6.00</td>
<td>15.90</td>
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</tr>
<tr>
<td>CSUF</td>
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<td>6.00</td>
<td>15.90</td>
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Grad GPA: 6.00

Graduate Probation Jan 07, 2015

## Spring Semester 2015

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<th>Course Title</th>
<th>Units</th>
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<tr>
<td>Design W/u - Contlr FPG</td>
<td>3.0</td>
<td>C</td>
<td>6.9*</td>
</tr>
<tr>
<td>Princpal Of Neural Syste</td>
<td>3.0</td>
<td>C</td>
<td>6.9*</td>
</tr>
<tr>
<td>RF and Microwave Electr</td>
<td>3.0</td>
<td>C</td>
<td>6.9*</td>
</tr>
<tr>
<td>Analysis of Random Sign</td>
<td>3.0</td>
<td>A</td>
<td>11.1*</td>
</tr>
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**Enrollment Dates:** Jan 17, 2015 to May 08, 2015

<table>
<thead>
<tr>
<th>Term</th>
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Grad GPA: 18.00

Graduate Probation May 28, 2015
3. Graduate School Expectations

• Master’s degree: students help create new knowledge

• American graduate school:
  – Values individual student work, your analytical skills, your ability to evaluate information
  – Expects you to have responsibility for your learning!
Study Expectations

1. 3 units = 3 hours in class + 9 hours study EVERY WEEK! = 12
2. 6 units = 24 and 9 units = 36
3. Attend every class session: do not miss class.
4. Visit professors during office hours and ask questions.
4. How to be successful

“What do high achieving students do?”
“What do high achieving students do?”

1. Manage your time **effectively**
   - Establish a **DAILY SCHEDULE FOR YOUR STUDY!**
   - Read assigned reading **BEFORE** class lecture
   - Find group of smart friends to study with
   - But, take **responsibility** for your **own** learning!

2. Understand your academic **strengths** and **weaknesses**
   - Identify the types of assignments that take more time for you
     - Math? Writing? Test-taking?
   - Write down questions you have and find the answers
“What do high achieving students do?”

1. Considered the order you take your courses
   - Difficult vs. less difficult courses
   - Meet with Graduate Adviser to decide appropriate courses to take

2. Visit professors and ask questions

3. Be curious and ask for advice and help.

4. Use campus resources—tutoring, study space, social groups, etc.
Office of Graduate Studies

- Support and resources for students
  - Graduate Student Handbook
  - Academic Workshops
  - Tutoring and Academic Coaching
  - Faculty/Grad Student Mentoring Program
  - Graduate Student Success Center

- Communications to Grad Students:
  - *Graduate Studies Matters* newsletter
  - Social media
  - Website
Graduate Student Success Center (GSSC) - PLS 365

• 3rd floor of Pollak Library South
• Room: PLS 365
• Hours:
  – Monday-Thursday: 10am-10pm
  – Friday & Saturday: 10am-5pm
  – Sunday: 12pm-5pm
• Contact Information:
  – Phone: 657-278-3374
  – Email: gssc@fullerton.edu