



## Academic Success Center

UNIVERSITY OF SOUTH CAROLINA AIKEN



# Academic Planning Guide 2015-2016

*For First-Year Students*

This guide has been designed to help you prepare for a successful first year at USCA! In addition to the Academic Planning Guide, you should also take advantage of other university resources and publications (e.g., your First Year Advisor, the 2015 - 2016 Bulletin, the current class schedule, the Student Handbook, and the USC Aiken website: [web.usca.edu](http://web.usca.edu).)

### Top Ten Things Freshmen Should Know:

1. Get involved in fun activities on campus. Making friends will make your college experience unforgettable!
2. After classes and studying, take advantage of the free gym and hang out in the Student Activities Center. Staying healthy and happy will help you study better!
3. Don't wander around lost! Use the campus map or ask for directions!
4. Use your program bulletin to learn your degree requirements.
5. Read all syllabi!
6. Keep all written papers for the Writing Proficiency Portfolio.
7. Attend at least two ICE events per semester. Stay on track or strive to get ahead in completing this requirement.
8. Go to class! Don't skip class ... just because the movies said you can! Class=learning=degree!
9. Don't wait until the last minute to ask for help. Visit your professors during their office hours, visit the Academic Success Center, and attend tutoring.
10. Get plenty of rest...while you can!

### What are general education courses?

USC Aiken is considered a liberal arts institution. The general education requirements or “Gen Eds” have been established to ensure that all students receive a broad or liberal education while pursuing a bachelor’s degree.

### What classes should I take?

Generally, first semester freshmen take General Education courses and possibly one major course or elective. Your advisor will help you select the courses that are most appropriate for you based on your major.

### Do I have to take AFCI 101?

Yes. AFCI 101 (Critical Inquiry) is part of the general education requirements, and all freshmen take this course during their first year. Over the summer, you should purchase and read the required text for this class: *The Pregnancy Project* by Gaby Rodriguez. In the first week of class, you will have a chance to demonstrate your understanding of the themes and ideas in the book through a required reading quiz. The quiz will be counted toward your final grade in AFCI 101.

### What is a minor?

A minor is a second area of study (in addition to your major). Courses in the minor are determined by the academic department in which the minor is located. If you wish to pursue a minor, you should consult with your advisor.

### What is a cognate

A cognate is similar to a minor, but the courses you take to complete a cognate can be spread among different subject areas. Cognate courses are at the junior and senior-levels and are approved through the department in which your academic major is located.

### What is an elective?

An elective does not fulfill a specific course requirement in your degree program. However, enrolling in an elective course provides an opportunity to explore an area of interest outside of your major.

### What is the Inter-Curricular Enrichment (ICE) requirement?

ICE is part of the general education requirements and is designed to enhance, enrich, and deepen each student’s academic experience through out of classroom activities and events. Students must complete 16 ICE events in order to graduate. Transfer students and change of campus students will be awarded ICE credits based on the number of credit hours they bring to USC Aiken, and must subsequently attend two ICE events per semester until they reach a total of 16. Attendance at such events is recorded by scanning student ID cards.

### What is Writing Intensive (WI)?

The WI requirement is a general education requirement designed to enhance student writing skills. A variety of courses in your major, as well as some sections of general education courses, have been designated as writing intensive. After completing ENGL 101 and 102 with a “C” or higher, you should take at least one WI course each year (with one of those courses in your major) until you have completed a total of three WI courses.

### What is Early Warning?

The Early Warning process alerts students to specific behaviors and academic performance that may affect their grade in a course. USC Aiken faculty and teaching staff are encouraged to submit Early Warning Forms to the Academic Success Center. When an Early Warning Form is received, the student and the student’s advisor are informed by the Center’s staff. Students who receive Early Warning letters are encouraged to meet with their advisor and professor for the course in which the Early Warning was received.

### What support services are available if I need help in a class?

Free tutoring is offered in the Writing Room (H&SS 112), the Math Lab (Penland 221), Pacer Crossings (computer lab and study rooms), and by appointment. Visit the ASC website (Tutoring link) to learn more. Tutoring services are fully accredited by the College Reading and Learning Association.

### When is the last day to change my fall schedule?

All USC Aiken students should consult with their advisor and complete an advisement form before making any changes to their semester schedule. The final day to make schedule changes for the fall is August 26, and the final day to drop/withdraw from a course without receiving a “WF” (Withdrawn Failing) is October 31. For the most updated information about the Academic Calendar, consult the USC Aiken Records’ website: <http://web.usca.edu/records>.

### Who is my First Year Advisor?

Your First Year Advisor is a specially trained faculty or staff member who will work with you throughout the year to develop your educational plan. Your advisor is also a great resource for information about academic support services, university policies, and major requirements. Although USC Aiken students are only required to visit advisors prior to priority registration each semester, it is a good idea to meet more frequently throughout the year. Your advisor assignment can be located in SSC under “Student Information.”

### How do I register for classes?

During orientation you will register either with your advisor or in one of the computer labs on campus. Students register for classes using the university’s online Self-Service Carolina (SSC) system: <https://my.usca.edu>.

### Academic Integrity

USC Aiken “values honesty, integrity, initiative...” As members of the university community, all students are expected to adhere to the principle of academic integrity. USCA Aiken students are expected to follow the Academic Code of Conduct, which “prohibits giving or receiving unauthorized aid in all academic endeavors.”

What penalties await those who engage in academic dishonesty?

- Faculty members determine the penalty, which may range from a zero on a particular assignment to an “F” in the course.
- Students who accumulate 3 formal charges of academic dishonesty must go before the USC Aiken Judicial Board.
- The Judicial Board will determine the student’s penalty, which can include a sanction, suspension, or expulsion.

### The Bulletin

The USC Aiken Records Office updates the Bulletin annually. Academic policies, degree requirements, and courses change from year to year so it is important to consult the most recent Bulletin for updated information. The Bulletin is published exclusively online; take time to become familiar with it and refer to it throughout your academic career.

### Credit Hours

Credit hours relate to the number of hours you spend in class each week. For example, you generally earn one credit hour for each hour of lecture and one credit hour for 2-3 hours of lab. Credit hours are earned when you successfully complete a course. You can find out how many credit hours a course is worth by reviewing the course description.

As you develop your semester schedule, you will want to consider how many credit hours you feel comfortable taking, as well as how many credit hours you will need to complete for any scholarships or financial aid you receive. To be enrolled full-time, you must take at least 12 credit hours each fall and spring semester.

All USC Aiken students must complete specific requirements to graduate with a degree. While degree requirements vary based on major and type of degree, all USC Aiken bachelor’s degrees require a minimum of 120 credit hours.

ENGL 101 Composition. (3) A course in the composing process with attention to invention, arrangement, and style and closely supervised practice in reading and writing. Students must complete ENGL 101 with a grade of C or better in order to fulfill English general education requirements. (Every semester)

### Which USCA course helps students develop college success skills?

AFYS 101 (First Year Seminar). AFYS 101 promotes a successful transition to college for new freshmen through the introduction to college success strategies such as developing learning styles, improving study skills and time management, and developing career goals. AFYS 101 is taught in small class sections and provides the opportunity to meet other new freshmen.

Comments from students about their AFYS 101 experiences: “[My professor] is an awesome teacher and I’m glad I took this class. It helped me realize things about myself!”

“It helped us to form our own opinions and strengthen our writing skills...and made us more excited about USCA and our futures!”

### First Semester Schedule

The following represents the types of courses you may consider taking during your first semester at USCA. You and your advisor will choose the specific courses that are appropriate for you based on your major.

- Course #1: AFCI 101 (Critical Inquiry) – 1 credit hour
  - Course # 2: English – 3 credit hours
  - Course # 3: Math – 3 credit hours
  - Course # 4: Gen Ed – 3 credit hours
  - Course # 5: Course in your major, science, or another Gen Ed – 3-4 credit hours
  - Course #6: AFYS 101 (First Year Seminar) – 1 credit hour
- Total credit hours: 12-16**

### Plan Your Courses

Use the following space to write out the courses you think you may want to take during your first semester.

Course Name	Course #
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

## MATH PLACEMENT TEST (MPT) SCORE INTERPRETATION

USCA Math Placement Test Score Interpretation			
Algebra Test Result	Trigonometry Test Result		The student may take any of the courses listed below appropriate for the major.
2		Student must complete AMTH 104 with a grade of C or better before enrolling in AMTH 108.	AMTH 103 AMTH 104 AMTH 221
3		Student has the AMTH 104 prerequisite. Student must complete AMTH 108 with a grade of C or better as a prerequisite to other math courses in the major	Any of the above courses and/or AMTH 108
4		Student has the AMTH 108 prerequisite	Any of the above courses and/or AMTH 122 AMTH 170 AMTH 111 AMTH 112 AMTH 222 ASTA 201
<i>Students with MPT Code 4 whose major requires AMTH 141 (Calculus I) should also take Trigonometry Test.</i>			
*5B		Student has the AMTH 111 prerequisite.	Any of the above courses
4	*5A	Student has the AMTH 112 prerequisite.	Any of the above courses
*5B	*5A	*Students with MPT Codes 5A and 5B may enroll in AMTH 141 (Calculus I).	

### Academic Success Center

The Academic Success Center (ASC) offers workshops that cover a variety of topics related to Academic Success, such as tips for study skills, writing, and stress management. Visit the ASC website for a full schedule of Fall 2015 Academic Success and Writing Room Workshops.

Use the ASC website to learn more about Freshman Convocation, request a tutor, schedule an academic consultation, get information about academic advising, and access other resources designed to help you achieve academic success at USC Aiken.

Visit the Academic Success Center (ASC) in **Penland 108** or online at [web.usca.edu/asc](http://web.usca.edu/asc) for more resources for success!

