

Quick Guide for Advisors (2015 2016)

Questions About	Quick Facts	Resource	For More Information
ENGL 201 (Gen Ed; WPP requirement)	<ul style="list-style-type: none"> Can be taken to fulfill the WPP requirement; students must earn a "C" or higher to fulfill the requirement. 		Contact the Department of English (H&SS 204)
Bulletin	<ul style="list-style-type: none"> The <i>Bulletin</i> is updated annually and published <u>only</u> online. Bulletins dating back to 2000 01 are available online. 	Records' website: http://web.usca.edu/records/index.dot Select "Program Bulletins"	Contact Records (Penland 109) or Ext. 3550
Critical Inquiry or CI (AFCI 101) (Gen Ed)		<ul style="list-style-type: none"> Transfer students are not required to complete AFCI 101. 	<i>See page 4 of Quick Guide for Advisors (below) for additional information.</i>
Early Warning	<ul style="list-style-type: none"> Should be submitted before the last day to withdraw without a WF, but can be submitted at any time. Student, advisor, and instructor all receive copies of the Early Warning letter. 	Academic Success Center website: http://web.usca.edu/asc Select "Early Warning"	Contact Troy Mothkovich (Penland 108) at troym@usca.edu or Ext. 3795.
General Education (Gen Ed)	<ul style="list-style-type: none"> Required of all USC Aiken students See major guide sheets to find out how Gen Ed courses work within each major 		In the <i>Bulletin</i>
Grades required in Gen Ed classes	<ul style="list-style-type: none"> ENGL 101 and 102 require a "C" or higher; MATH classes require a "C" or higher for any course that is a pre requisite for a subsequent math course; language classes require a "C" or higher in 101 Nursing majors must earn a "C" or higher in Gen Ed See major guide sheets and the <i>Bulletin</i> for information about grades required in Gen Ed classes for majors. 		See individual course descriptions in the <i>Bulletin</i>
Grade Forgiveness Policy	<ul style="list-style-type: none"> Students can only apply for Grade Forgiveness after they have retaken the course and earned a higher grade. Grade Forgiveness can only be used twice. 	Records' website: http://web.usca.edu/records/grade_forgiveness_policy.dot Select "Grade Forgiveness Policy"	Contact Records (Penland 109) or Ext. 3550 Grade Forgiveness forms are processed by records.
Humanities Courses (Gen Ed)	<ul style="list-style-type: none"> Must be among approved Humanities courses listed in the <i>Bulletin</i>. Students can take a course that fulfills both the Humanities and Non Western Gen Ed requirement. For nursing majors, one Humanities course must also be a Non Western course. 		Page 3 in the <i>Bulletin</i>

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In-Residence Requirement (formerly "Last 30 hour rule")	<ul style="list-style-type: none"> • Last 25% of credit hours must be completed at USC Aiken. Cannot be completed through transient or concurrent enrollment at any institution, including any other USC campus. • At least half of the credit hours in major and in the minor must be taken at USC Aiken. 		In the <i>Bulletin</i>
Inter-Curricular Enrichment or ICE (Gen Ed)	<ul style="list-style-type: none"> • Beginning Fall 2009, all first time freshmen are required to participate in two ICE events each semester (four events per academic year). • Students must complete 16 ICE events before they graduate. • Students can monitor their ICE event credits in SSC. 	<ul style="list-style-type: none"> • Transfer students are awarded ICE credit based on the number of credit hours they have earned. • Since every student is required to complete his or her last 25% of coursework at USC Aiken, all transfers will have to attend a minimum of 4 ICE events to satisfy the ICE requirement. • The advisor should tell a new transfer student that he or she will need to attend at least 4 ICE events. If more ICE events are required, the student's progress report will reflect this prior to the next registration period after transfer hours have been officially verified by the Records office. 	<i>See page 4 of Quick Guide for Advisors (below) for additional information.</i>
Language Placement	<ul style="list-style-type: none"> • There is no language placement test. • Language placement is determined in the LLC department based on a student's high school language experience. • Students can only enroll in the class that they have been placed into unless they begin a new language. Individual language instructors will recommend an oral interview during the first three to four days of classes if they think an 	Department of Languages, Literatures, and Cultures (LLC) website: http://web.usca.edu/forlang_placement.dot Select "Placement"	Contact the Department of Languages, Literatures, and Cultures (LLC) at Ext. 3481

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	adjustment of placement should be justified.		
LIFE and Palmetto Fellows Scholarship Enhancement	<ul style="list-style-type: none"> Must have a declared major in: Nursing; Biology; Chemistry; Industrial Mathematics, Mathematics & Computer Science (includes Pre Engineering concentration); Middle Level Education, Mathematics/Science Secondary Education, Biology; Secondary Education, Mathematics; Secondary Education, Comprehensive Science; Secondary Education, Chemistry Requires freshmen earn at least 30 credit hours with 14 of those in math and science (during first year). 	Financial Aid website: http://web.usca.edu/financialaid Select "Scholarship Information"	Contact Financial Aid (Penland 102) at Ext. 3476
LIFE Scholarship Eligibility	<ul style="list-style-type: none"> Average of 30 credit hours and 3.0 GPA required; this includes hours taken during the summer, fall, and spring Evaluated once a year Students can lose LIFE and earn it back at a later time. 	Financial Aid website: http://web.usca.edu/financialaid Select "Scholarship Information"	Contact Financial Aid (Penland 102) at Ext. 3476
Math Placement and the Math Placement Test (MPT)	<ul style="list-style-type: none"> The MPT is required for students who plan to enroll in Applied College Algebra (MATH 108) or any course for which MATH 108 is a prerequisite. The MPT is an online test which new students must take <u>before attending orientation</u>. If a student does not take the MPT, they may only enroll in MATH 103 or 104. Those students who have scored a 3, 4, or 5 on the Educational Testing Service Calculus Advanced Placement (AP) Exam will not need to take the mathematics placement test. Transfer students who have received transfer credit for MATH 104 or higher (excluding MATH 221 & 222) do not need to take the MPT. Courses that transfer as Statistics courses with the prefix STAT do NOT qualify as mathematics courses for placement purposes. 	MPT webpage: http://web.usca.edu/math/mathematics_placement_test.dot	Contact the Department of Math and Computer Science at Ext. 3446 See major guide sheets to determine which math course(s) is appropriate for chosen major.
Non-Western Courses (Gen Ed)	<ul style="list-style-type: none"> Must be among approved Non Western courses listed in the <i>Bulletin</i>. Students can take a course that fulfills both the Humanities and Non Western Gen Ed requirements. Students can take a course that fulfills both the Social and Behavioral Sciences requirement and Non Western Gen Ed requirements. 		In the <i>Bulletin</i>

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WI Requirement (Gen Ed)	<p style="text-align: center;"><i>See page 4 of Quick Guide for Advisors (below) for additional information.</i></p>		<p style="text-align: center;"><i>See page 4 of Quick Guide for Advisors (below) for additional information.</i></p>
Writing Proficiency Portfolio (WPP) (Gen Ed)	<ul style="list-style-type: none"> • Requirement should be completed <u>before</u> a student may apply for graduation. • Students can take AEGL 201 and earn a “C” or higher to fulfill the WPP requirement. 	<p style="text-align: center;">In the <i>Bulletin</i></p>	<p>Contact Dr. Matt Miller (H&SS A3) at matthewm@usca.edu The WPP site available off the A to Z index: http://web.usca.edu/wpp/index.html</p>



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Questions About	Policy for Students Who Enter as Freshmen	Policy for Transfer Students (What should I tell transfer students?)	For More Information
Critical Inquiry or CI (AFCI 101)	<ul style="list-style-type: none"> Beginning Fall 2011, all first-time freshmen are required to take AFCI 101. Students will take the course in their first semester, with the exception of students majoring in Nursing or Music Education that are also enrolled in 16 or more credit hours in the first semester. These students, who meet both criteria above, may take AFCI 101 the following semester. 	<ul style="list-style-type: none"> Transfer students are not required to complete AFCI 101 	Page 30 in the 2014-2015 Bulletin and online here
Writing Intensive or WI	<ul style="list-style-type: none"> Beginning Fall 2011, students will take three (3) WI-designated courses after successfully completing ENGL 101 & 102 with a "C" or better. Students must take a minimum of one (1) WI course within their major. Advisors must check with the student when a WI course was taken. Only WI courses taken after the successful completion of ENGL 101 & 102 will count towards the WI requirement. A WI course taken prior to the successful completion of ENG 101 & 102 may count towards other General Education requirements (e.g. Humanities, non-Western, etc.), but will not satisfy the WI requirement. 	<ul style="list-style-type: none"> Transfer students are awarded WI credit based on the number of credit hours they have earned. Since every student is required to complete his/her last 25% of coursework at USC Aiken, all transfer students will have to complete a minimum of one (1) WI course in their major to satisfy the WI requirement. The advisor should tell the student that he/she will need to complete at least one (1) WI course in their major. If more WI courses are required, the students progress report will reflect this prior to the next registration period after the transfer hours have been officially verified by the Records office. 	Page 31 in the 2014-2015 Bulletin and online here
Inter-Curricular Enrichment or ICE	<ul style="list-style-type: none"> Beginning Fall 2009, all first-time freshmen are required to complete sixteen (16) approved ICE events prior to graduation. It is suggested that students complete two (2) ICE events per semester or four (4) per year. Students can monitor their ICE event credits via SSC. 	<ul style="list-style-type: none"> Transfer students are awarded ICE credit based on the number of credit hours they have earned. Since every student is required to complete his/her last 25% of coursework at USC Aiken, all transfer students will have to attend a minimum of four (4) ICE events. The advisor should tell the student that he/she will need to attend at least four (4) ICE events. If more ICE events are required, the students progress report will reflect this prior to the next registration period after transfer hours have been officially verified by the Records office. 	Page 44 in the 2014-2015 Bulletin and online here