



**San Diego State University**  
**Division of Academic Engagement  
&  
Student Achievement**  
**First-Generation College Student  
Guidebook  
2018-2019**

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# WELCOME!

The Division of Academic Engagement & Student Achievement (DAESA) congratulates you and welcomes you to San Diego State University (SDSU).

We are happy that you have chosen to join us and we are excited to meet you!

At SDSU, you are considered a First-Generation college student if you are the first person in your family to complete a four-year college degree. The SDSU first-generation college student community is diverse on campus with 20% of students identifying as first-generation/first-gen.

We understand that being the first in your family to attend college or graduate school may come with some unique challenges. To help students aid in their transition, we are committed to providing SDSU first-generation students a connection to:

- Community: Meet peers that share the same goals, have similar experiences, and are also breaking academic and social boundaries.
- Campus Resources via:
  - Faculty mentorship and support programs
  - Faculty/Staff guest speakers
  - Research & Service Learning opportunities
  - Other campus engagement opportunities

The information in this guidebook serves to:

- Connect you to resources on campus earlier in order to maximize your success on campus.
- Connect you to community.
- Link students to mentors early and by utilizing resources to support your overall academic, personal and professional growth.

Provided to students by the  
First-Gen Student Success Initiative  
Division of Academic Engagement & Student Achievement

For the most up to date version, visit:

[first-gen-at.sdsu.edu](http://first-gen-at.sdsu.edu)

# FIRST-GENERATION COLLEGE STUDENTS

## Tips From First-Gens to First-Gens at SDSU

1. Connect and engage with faculty to help guide you.
2. Find a community and support system. People who can help guide you and support you.
3. Never set limits to your success and take advantage of all the resources available to you to reach and surpass all your goals, you'll never know what you're capable of until you try.
4. You are in constant transition- make sure to lean into the discomfort and seek out mentors/femtors, friends, and family that support you, challenge you, and make you a better person.
5. Use opportunities to broaden yourself, career and social life. Join clubs, don't be shy, put yourself out there.
6. Surround yourself with people who can remind you of who you are and why you're here. Reach out and build a cohort of advocates.
7. We're reminded of what we don't have but we do have soft skills that make us stronger.
8. 619-594-#### are the first six digits for SDSU phone numbers; when calling with an on-campus phone, 4-#### is used in place of the first six digits.
9. It's going to be ok. That's a powerful sentence. I wish someone would have told me this.
10. Initially I had a lot of doubt, felt like I had to figure it out on my own. There's other roads. If your path is different than others, it's ok.



# ACADEMIC SUPPORT

## Advising - General

The Office of Advising and Evaluations supports students success through academic advising and records evaluation. We are the primary campus resource for information on:

- (1) General education (GE) requirements
- (2) Degree evaluations
- (3) Graduate requirements
- (4) University academic policies

### Contact Information

**Phone:** 619-594-6668

**Online:** [http://advising.sdsu.edu/advising/seeing\\_an\\_adviser](http://advising.sdsu.edu/advising/seeing_an_adviser)

**Location:** Student Services West (SSW)-1551

## Advising - Major

Major advisers are available for each individual major. You can use this link to find the faculty adviser for your specific major. Your faculty adviser can help you choose your upper division courses, recommend opportunities to engage in creative and scholarly projects and answer questions regarding career opportunities, and graduate studies.

### Contact Information

Phone, email and office location depends on major. See online directory below.

**Online:** [http://advising.sdsu.edu/advising/seeing\\_an\\_adviser/major\\_adviser\\_directory](http://advising.sdsu.edu/advising/seeing_an_adviser/major_adviser_directory)

# ACADEMIC SUPPORT

## Assistant Deans Offices

Assistant Deans and staff in their colleges are available to advise students on academic opportunities, leave of absence, RAAR forms, etc. Each college has an assistant dean. If you are unsure who your assistant dean is, you can look up your major and college by clicking [HERE](#)

### Contact Information

#### Arts & Letters

Karey Sabol

**Phone:** 619-594-5158

**Email:** ksabol@sdsu.edu

**Location:** Arts & Letters (AL)-202

#### Arts & Letters

Michelle Lenoue

Student Success Adviser

**Phone:** 619-594-2333

**Email:** mlenoue@sdsu.edu

**Location:** Arts & Letters (AL)-202

#### Fowler College of Business

Kristie Dock

**Phone:** 619-594-4188

**Email:** kdock@sdsu.edu

**Location:** Education and Business Administration (EBA)-448

#### Division of Academic Engagement & Student Achievement

Michelle Lopez

**Phone:** 619-594-2871

**Email:** mlopez@sdsu.edu

**Location:** Administration (AD)-101

#### Education

Dr. Patricia Lozada-Santone

**Phone:** 619-594-1426

**Email:** plozadas@sdsu.edu

**Location:** Education and Business Administration (EBA)-346

#### Engineering

Theresa Garcia

**Phone:** 619-594-5807

**Email:** tgarcia@sdsu.edu

**Location:** Engineering (E)-200

#### Health & Human Services

Jason Ramirez

**Phone:** 619-594-2540

**Email:** jramirez@sdsu.edu

**Location:** Adams Humanities (AH)-3133

#### Imperial Valley Campus

Miguel Rahiotis

**Phone:** 760-768-5598

**Email:** mrahiotis@sdsu.edu

**Location:** Student Affairs Building

#### Professional Studies and Fine Arts

Alane Lockwood

**Phone:** 619-594-6928

**Email:** alockwoo@sdsu.edu

**Location:** Professional Studies & Fine Arts (PSFA)-212

#### Sciences

Dr. Estralita Martin

**Phone:** 619-594-1204

**Email:** esmartin@sdsu.edu

**Location:** Geology, Mathematics and Computer Science (GMCS)-321

# ACADEMIC SUPPORT

## College Student Success Office or Student Success Center

The College and Student Success Centers provide advising, referral, and recruitment service for current and prospective students. Some colleges are still in the process of implementing their success centers.

### Contact Information

[College of Education Office of Student Services](#) (Education and Business Administration (EBA) - 259)

[Center for Student Success in Engineering](#) (PACES Office - Engineering 221-B)

[Fowler Center for Student Success](#) (Education and Business Administration (EBA) - 448)

[College of Arts and Letters Student Success Center](#) (Arts and Letters (AL) - 202)

[College of Science Success Center](#) (Geology, Math and Computer Science Building (GMCS) - 429)

**College of Professional Studies and Fine Arts** (contact their Student Success Specialist, Renee Rodriguez-Merino - (619) 594-3390, Rrodriguezmerino@sdsu.edu)

## Math Center

The Math & Stats Learning Center offers services such as workshops, walk-in help six days a week, early intervention, and online tutoring (in the future).

### Contact Information

**Phone:** 619-594-0487

**Online:** <https://mlc.sdsu.edu/>

**Location:** Love Library (LL)-328

## Pre-Graduate School Advising (Master's or Doctorate)

The National Scholarships & Fellowships Office also offers pre-graduate school advising to support students with appropriate and relevant campus engagement, community involvements, and academic programs. They can also advise on relevant scholarship and fellowship opportunities.

### Contact Information

Michelle Lopez, Assistant Dean

Division of Academic Engagement and Student Achievement

**Phone:** 619-594-2871

**Email:** mlopez@sdsu.edu

**Online:** <http://onsf.sdsu.edu/>

**Location:** Administration (AD)-101

Dr. Martha Enciso, Associate Director

Weber Honors College

**Phone:** 619-594-3834

**Email:** menciso@sdsu.edu



# ACADEMIC SUPPORT

## **Pre-Health Advising (Medical, Dental, Pharmacy, Physicians Assistant, Optometry, and Veterinary Medicine)**

The Health Professions Advising Office (HPAO) is a resource for current students and alumni planning on a career in the health professions. HPAO provides information, guidance, and support for any major about most health professions, including dentistry, medicine (M.D. D.O., and D.P.M.), optometry, pharmacy, physician assistant, and veterinary medicine.

### **Contact Information**

Gwen Hill, Director of Health Professions Advising Office

**Phone:** 619-594-3030

**Email:** [healthpr@sdsu.edu](mailto:healthpr@sdsu.edu)

**Online:** <http://hpao.sdsu.edu/>

**Location:** Geology, Mathematics, Computer Science (GMCS-323)

## **Pre-Law Advising**

Pre-law advisers are available for students pursuing law school after they complete their undergraduate degree. In addition to advising, they also offer a certificate in public law

**Contact Information:** Professor Kimberly Fletcher

**Phone:** 619-594-4822

**Email:** [kfletcher@sdsu.edu](mailto:kfletcher@sdsu.edu)

**Online:** [http://politicalscience.sdsu.edu/undergraduate/pre\\_law.html](http://politicalscience.sdsu.edu/undergraduate/pre_law.html)

**Location:** Nasitir Hall (NH)-102

## **Supplemental Instruction (SI)**

Supplemental Instruction (SI) follows a highly prescriptive model of peer-assisted learning that targets historically difficult courses and offers free sessions to all students on a voluntary basis. Sessions are facilitated by students who were previously successful in the course. The sessions are collaborative and integrate course content and study skills with information gathering from attending all the class lectures to help students engage in active learning.

### **Contact Information**

**Phone:** 619-594-2205

**Email:** [sileader1@sdsu.edu](mailto:sileader1@sdsu.edu)

**Online:** <https://its.sdsu.edu/supplemental-instruction/>

**Location:** Administration (AD)-220D

## **Writing Center**

The Writing Center promotes student success with writing across the university in order to develop and extend all students' knowledge and performance of academic literatures. The center offers services in tutoring, online tutoring, workshops, classroom visits, and reference materials. They offer workshops which provide an overview of the Writing Placement Assessment and focus on writing personal statements.

### **Contact Information**

**Phone:** 619-594-3542

**Email:** [writingcenter@sdsu.edu](mailto:writingcenter@sdsu.edu)



# DAESA STUDENT COMMUNITIES

## Compact Scholars Student Association

The Compact Scholars Program is the postsecondary component of the Compact for Success – a partnership between the Sweetwater Union High School District and San Diego State University. The program supports student success by connecting students to the rich resources of the San Diego State campus community. Compact Scholars actively engage in “high-impact” educational experiences, most notably study abroad, service-learning, undergraduate research, and leadership development. The goal of the Compact Scholars Program is to deepen student engagement and to promote higher graduation rates for Sweetwater District students.

### Contact Information

**Phone:** 619-594-0563

**Email:** [sdsucompactscholars@sdsu.edu](mailto:sdsucompactscholars@sdsu.edu)

**Online:** <http://csp.sdsu.edu/>

**Location:** Administration (AD)-201

## Gates to Success First-Gen Student Organization

Gates to Success exists to serve first-generation college students in connecting them to high-impact practices, such as study abroad, service learning, internships, and research.

### Contact Information

**Phone:** 619-594-1467

**Email:** [sdsugts@sdsu.edu](mailto:sdsugts@sdsu.edu)

**Online:** <http://gts.sdsu.edu/>

**Location:** Administration (AD)-220

## Sage Club

The Sage Project is a program within the Center for Regional Sustainability at San Diego State University with a simple goal: sustainable learning through community-based projects.

### Contact Information

Dr. Jessica Barlow, Program Director, The Sage Project

**Phone:** 619-594-3807

**Online:** <http://sage.sdsu.edu/>

**Location:** Administration (AD)-206

# DAESA STUDENT COMMUNITIES

## Transfer Student Outreach Alliance Student Organization

The Transfer Student Outreach Alliance (TSOA) utilizes a student-centered approach to facilitate the success of new and continuing transfer students at SDSU. TSOA strives to connect transfer students to campus resources and opportunities early on so they can maximize their success.

### Contact Information

**Phone:** 619-594-1467

**Email:** [tsoa.aesa@sdsu.edu](mailto:tsoa.aesa@sdsu.edu) OR [tsoastudentorg@sdsu.edu](mailto:tsoastudentorg@sdsu.edu)

**Online:** <http://tsoa.sdsu.edu/>

**Location:** Administration (AD)-220

## Undeclared College Council

The Undeclared College Council (UCC) acts as a liaison between the Division of Undergraduate Studies, the (6) College Councils and SDSU student government (Associated Students). The UCC represents over 1000 undeclared students on campus and supports students during their decision-making processes by:

- Fostering a strong sense of community on campus by connecting students directly to faculty, staff, and other students.
- Promoting academic success by connecting students to peers and advisers in the College of Arts and Letters, Business, Education, Engineering, Health and Human Services, Professional School of Fine Arts, and the Sciences.
- Linking students to Career Services counseling and resources to assess personal interests, abilities, and values.
- Encouraging students to take a proactive role in their overall learning experience by participating in campus organizations, leadership training, service, and academic support programs.

### Contact Information

**Phone:** 619-594-7715

**Email:** [sdsuundeclared@sdsu.edu](mailto:sdsuundeclared@sdsu.edu)

**Online:** <http://undeclared-college-council.sdsu.edu/>

**Location:** Administration (AD)-101

## Weber Honors College Student Society

The Weber Honors College Student Society (WHCSS) is a student organization for students in the WHC. The WHCSS organizes academic, athletic, social, and philanthropic events and meetings throughout the year.

### Contact Information

**Phone:** (619) 594-2872

**Email:** [honors@sdsu.edu](mailto:honors@sdsu.edu)

**Online:** <http://honors.sdsu.edu/>

**Location:** Administration (AD)-201

# HEALTH & WELL-BEING

## Aztec Recreation Center

Aztec Recreation provides high quality programs, services, and facilities that inspire active, healthy living and enhance the SDSU experience. This includes instructional classes, personal or group training, on-campus and off-campus facilities, and intramural sports. Starting fall 2018, the Aztec Recreation Center (ARC) fees will be absorbed into student fees and all students can access the ARC.

### Contact Information

**Phone:** 619-594-7529

**Online:** <https://arc.sdsu.edu/>

**Location:** 55th Street (next to Viejas Arena)

## Counseling & Psychological Services

Counseling & Psychological Services (C&PS) offers a wide range of services to help students obtain support for a variety of presenting concerns. These include individual counseling, couples counseling, group therapy, workshops, specialized programs, and appointments with Baxter, C&PS' therapy dog.

Some workshops include Single Servings, a 50-min weekly workshop series designed to address a common topic in counseling sessions, such as test anxiety, stress management, healthy relationships, coping mechanisms, and more.

### Contact Information

**Phone:** 619-594-5220

**Email:** [psycserv@sdsu.edu](mailto:psycserv@sdsu.edu)

**Online:** [http://go.sdsu.edu/student\\_affairs/cps/services-overview.aspx](http://go.sdsu.edu/student_affairs/cps/services-overview.aspx)

**Location:** Calpulli Center (CLP)-4401

## Health Services

Student Health Services (SHS) is staffed by fully licensed and certified health professionals who are dedicated to the college community. No-cost or low-cost medical services include outpatient evaluation and treatment of common medical problems, preventative care, health counseling, immunizations, and psychiatric treatment. Specialty care services include dentistry, optometry, and orthopedics are available for additional fees.

### Contact Information

**Phone:** 619-594-4325

**Online:** <http://shs.sdsu.edu/>

**Location:** Calpulli Center (CLP)

# HEALTH & WELL-BEING

## Mobile Food Pantry

The Associated Students Food Pantry provides nutritious food and food program referral services for SDSU students experiencing food insecurity.

### Contact Information

**Phone:** 619-594-6555

**Online:** <https://as.sdsu.edu/foodinsecurity/>

**Location:** Conrad Prebys Aztec Student Union, 2nd floor (Wednesday 10 - 3 pm); SDSU Farmers Market on Campanile Walkway (Thursdays 10 am- 3 pm)

## Student Ability Services

The Student Ability Success Center (SASC) is the university office responsible for providing appropriate academic accommodations for students with disabilities. Our goal is to minimize barriers and ensure equal access for eligible students with disabilities to higher education through academic support services (note-taking, accommodated testing, sign language, real-time captioning, etc.), technology, and advocacy in order to promote their retention and graduation. SASC has acquired an accessible golf cart for those students needing transportation to and from classes.

### Contact Information

**Phone:** 619-594-6473

**Email:** [sascinfo@sdsu.edu](mailto:sascinfo@sdsu.edu)

**Online:** [http://go.sdsu.edu/student\\_affairs/sds/](http://go.sdsu.edu/student_affairs/sds/)

**Location:** Calpulli Center (CLP)-3101

## Well-Being & Health Promotion

Well-Being & Health Promotion strives to help create a healthier campus to enhance student success through education, support, and prevention. They are staffed with Health Educators, Community Resource Specialists, and Subject Experts who offer education, HIV testing information, healthcare and food benefits, medical referral assistance, sexual health knowledge, STI education, and alcohol and other drug information. Students can get involved as a Peer Health Educator, FratMANers for fraternity men, SISSTER for sorority women, and various internships.

### Contact Information

**Phone:** 619-594-4133

**Email:** [well-beingandhealthpromotion@sdsu.edu](mailto:well-beingandhealthpromotion@sdsu.edu)

**Online:** [http://go.sdsu.edu/student\\_affairs/healthpromotion/Default.aspx](http://go.sdsu.edu/student_affairs/healthpromotion/Default.aspx)

**Location:** Calpulli Center, 3rd floor, suite 3201

# HIGH-IMPACT PRACTICES (HIPS)

San Diego State University students have the opportunity to participate in many practices that are called “high-impact learning or high-impact educational experiences.” Educational research (Kuh, 2008) has shown that college students from many backgrounds benefit from participating in high-impact educational activities. The activities below are identified as high-impact practices (HIPS) because students are actively engaged in the learning process and are able to apply their learning beyond the classroom to their personal and work lives.

All students are encouraged to complete at least two HIPS before graduation:

1. First-year Seminars and Experiences
2. Common Intellectual Experiences
3. Learning Communities
4. Writing-Intensive Courses
5. Collaborative Assignments and Projects
6. Undergraduate Research
7. Diversity/Global Learning
8. Service Learning, Community-Based Learning
9. Internships
10. Capstone Courses and Projects

Benefits of Participants in HIPS Provide Students the Opportunity to:

- Pose and solve problems
- Work collaboratively with faculty, staff, graduate students or peers
- Experience real-world applications
- Reflect on learning experiences
- Improve and enhance the quality of your overall learning experience, retention, and success, particularly for underserved students
- Improve time to earn your degree

# HIGH-IMPACT PRACTICES (HIPS)

## Connect with Faculty

There are over 30,000 undergraduates at SDSU. As a new student, you may have classes that have over 100 students enrolled or small classes with less than 50 students. Regardless, to aid in your success, all students are encouraged to meet your professors. If you have plans to apply to graduate school in the future, you will also need letters of recommendation from your professors or professionals in your field. Below are some examples on how to connect with faculty at SDSU.

1. **Go to office hours.** You have access to office hours on your syllabus, use them. If you are scared or shy to go to office hours, bring a friend from class with you. Office hours are time faculty set aside for students to visit their office and ask questions about assignments, the course, graduate school, or to learn more about their professor's field of study.
2. **Conflict with office hours due to work or family obligations?** Email your professor or speak to them after class to make an appointment. If they cannot meet in person, a phone appointment is better than not communicating at all.
3. **Become a research assistant.** Identify a faculty member you would like to conduct research with. Schedule an appointment. You will need to do some homework before you contact a faculty member (See Preparing for Undergraduate Research section).
4. **Student Organizations.** All student organizations on campus are required to have a campus adviser. If your organization has a faculty adviser, get to know him/her/them.
5. **Go to major advising.** Visit your major adviser on a regular basis. They can provide ways for you to connect with faculty in your department. Most major advisers are also faculty members in your department.
6. **Talk to graduate students.** If you have a teaching assistant who is a master or doctoral student, go to their office hours. Ask them how they connected with faculty when they were undergraduates. Find out when departmental seminars are being hosted. Sometimes departments host guests lectures that may be open to all students (graduate and undergraduate). Faculty can be present at these types of department events.
7. **Read professor web biographies.** Check out their books or review their published work or creative projects. This is a great way to make a connection regarding their work and your professional interests.



# HIGH-IMPACT PRACTICES

## **Service Learning and Community Engagement Programs**

The following definitions provide distinctions among the two important aspects of community engagement efforts you can participate in at SDSU. These are not a complete listing as there are other forms of the community engagement activities that are available at SDSU including: social entrepreneurship, volunteering, social philanthropy, and community-based action research.

### **Service Learning**

A teaching method that promotes student learning through active participation in meaningful and planned service experiences in the community that are substantively related to course content. Through reflective activities, students enhance their understanding of course content, general knowledge, sense of civic responsibility, selfawareness, and commitment to the community.

### **Service-Learning Course**

An academic course (in any discipline) that provides students opportunities to participate in organized service activities that meet community needs while linking the community service experiences to the course content. This makes service learning a very different experience than community service.

### **Community Service**

Any work provided by individuals that contributes to the quality of life in the community. Community service work can be provided in several ways and for different purposes. Students may be involved in community service on their own, with a group or club, or through academic course-work. When the community service is part of the academic course work, and when the service relates directly to the course content, it is considered service learning.

The mission of the Service Learning and Community Engagement Program (SLCEP) is to support student learning through course-based study that connects to responsive civic action whether in local, regional or international locales.

### **Contact Information**

#### **Email:**

Dr. Vinod Sasidharan, Director of Service Learning, [vsasidna@sdsu.edu](mailto:vsasidna@sdsu.edu)

Jose Preciado, Director of Community Engagement, [preciado@sdsu.edu](mailto:preciado@sdsu.edu)

**Online:** [servicelearning.sdsu.edu](http://servicelearning.sdsu.edu)

**Location:** Administration (AD)-101

# HIGH-IMPACT PRACTICES

## Internships

SDSU recognizes the National Association of Colleges and Employers (NACE) internship definition. An internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths; and give employers the opportunity to guide and evaluate talent.

Internships are high-impact practices that allow students to develop professionalism and learn how to apply the knowledge needed to transition successfully into the workplace. Internships are hands-on, experiential opportunities that bridge your academic work with an industry or field in the professional world.

## Career Services

Through partnerships, education, and programming, Career Services provides current students and alumni with many opportunities to define, develop, and realize their career potential. They provide 1-on-1 advising, career and graduate school fairs, workshops, interview preparation and more!

### Contact Information

**Phone:** 619-594-6851

**Email:** [careerservices@sdsu.edu](mailto:careerservices@sdsu.edu)

**Online:** [career.sdsu.edu](http://career.sdsu.edu)

**Location:** Student Services East (SSE)-1200

Students can search for on-campus and off-campus jobs via Aztec Career Connection on the Career Services site. A calendar of events is posted on their site as well.



# HIGH-IMPACT PRACTICES (HIPS)

## Study Abroad

Study abroad for SDSU students means completing part of the SDSU academic experience in a country outside the United States. Traditional courses at a foreign university, volunteering, internships, research, service learning, and short-term faculty-led programs are all available. SDSU offers more than 600 international programs in over 50 countries, during winter break, spring break, summer, a semester or an entire academic year.

Study Abroad is a high-impact practice that allows students to expand their knowledge of other cultures and global issues, learn about their own social identity, develop respect and acceptance for other perspectives, develop skills for social interaction in a globalized world, and begin to understand social responsibility.

## International Student Center

San Diego State University is committed to building a global learning community in which diverse perspectives and intercultural awareness are valued and promoted. The university is also committed to preparing students for an increasingly globally interconnected future.

The International Student Center (ISC) advances the internationalization efforts of SDSU by serving both incoming international students and SDSU students studying abroad. The ISC offers a full range of programs and services to foster student success, global perspectives, intercultural awareness and international cooperation.

### Contact Information

**Phone:** (619) 594-1982

**Email:** [isc.reception@sdsu.edu](mailto:isc.reception@sdsu.edu)

**Location:** 5500 Canyon Crest Dr, San Diego, CA 92182

**Online:** [http://newscenter.sdsu.edu/student\\_affairs/isc/Default.aspx](http://newscenter.sdsu.edu/student_affairs/isc/Default.aspx)



# HIGH-IMPACT PRACTICES (HIPS)

## Preparing for Undergraduate Research

Undergraduates participate in the world-class cross-disciplinary research, both creative and scientific, conducted at the San Diego State University (SDSU). Since 2000, SDSU faculty and staff researchers have been awarded more than \$1.5 billion in external funding. This provides an abundance of opportunities for research mentors to gain from your hard work, energy, curiosity, and fresh perspectives. Students engaged in mentored research experiences benefit both academically and through career exploration as they engaged in the pursuit of knowledge. Whether your goal is to secure employment or acceptance into graduate school, engaging in undergraduate research projects provide you with critical skills and knowledge to help you stand out in the applicant pool.

To get involved in Undergraduate Research, be well prepared. The following suggestions apply to all students interested in participating in faculty mentored research experiences.

### *Visit Professor Office Hours*

- Go to office hours regularly to ask questions about your class or your instructor's research and/or career path.
- Build relationships with faculty to learn about opportunities.
- If you apply for other research opportunities, scholarships/fellowships and future graduate programs, you will need strong letters of recommendation.

### *Read Department Websites and Faculty Bios*

- Find professors who are doing research that interests you and talk to them now.
- Look at department webpages to learn about professors' research topics.
- Email the professor or go to office hours to ask about their research and what they look for in an undergraduate research assistant.

### *Get Good Grades*

- Some faculty require students to have a minimum GPA.
- Utilize the free Writing Center in Love Library.
- See your Assistant Dean in your college/division to learn about academic enrichment programs and other support.



# HIGH-IMPACT PRACTICES (HIPS)

## Undergraduate Research

The National Council of Undergraduate Research defines Undergraduate Research as: An inquiry or investigation conducted by an undergraduate student in collaboration with a faculty mentor that makes an original intellectual or creative contribution to the discipline.

## Office Undergraduate Research/Creative Activities

San Diego State University prides itself on the quantity and quality of its research and creative activities. Undergraduates play a vital role in the success of faculty and graduate student research and creative activities, and students benefit enormously from their participation.

### Contact Information

**Online:** [research.sdsu.edu/undergrad](http://research.sdsu.edu/undergrad)

## Student Research Symposium

The Student Research Symposium (SRS) provides a public forum where San Diego State University students present their research, scholarship or creative activities. The symposium is a two-day event, occurring each spring semester, that recognizes the outstanding scholarly accomplishments of SDSU students. It is a great way to learn about all the wonderful projects that our students, both graduate and undergraduate, are engaged in.

### Contact Information

**Phone:** 619-594-5938

**Email:** [dra@sdsu.edu](mailto:dra@sdsu.edu)

**Online:** [http://research.sdsu.edu/research\\_affairs/student\\_research\\_symposium](http://research.sdsu.edu/research_affairs/student_research_symposium)

# HONORS COMMUNITY

## Types of Honors at SDSU

### Departmental Honors

Departmental honors are available in some departments (Biology, Business, Classics, Comparative Literature, Computer Science, English, History, Psychology, and Sociology). The requirements vary by department. These types of honors programs are not the same as the Weber Honors College. For more information, contact your major academic advisor.

### Graduating with Honors (distinction)

The honors distinction is based on a student's overall GPA and major department's recommendation. This distinction is determined at the time a student's bachelor's degree is conferred. Students may qualify for one of the distinctions: Cum laude (3.50-3.64 GPA), magna cum laude (3.65-3.79 GPA), or summa cum laude (3.80-4.00 GPA). Additional information is available on page 483 of the SDSU General Catalog 2018-2019.

### Honors Council & Honors Societies

The SDSU Honors Council (HC) comprises student and faculty representatives of the Weber Honors College and of the seven campus-wide multidisciplinary honors societies: Phi Eta Sigma, Golden Key, Phi Kappa Phi, Mortar Board, Phi Beta Kappa, Scholars without Borders, and Tau Sigma. The HC acts as an advisory and coordinating resource center. Joining a honors society opens up a campus and national network for you including scholarship opportunities.

All Honors societies are invitation only except for Mortar Board, which has an application process.

Phi Eta Sigma (freshmen): <http://honorscouncil.sdsu.edu/multidiscipline-societies/phi-eta-sigma>

Golden Key (junior/senior): <http://honorscouncil.sdsu.edu/multidiscipline-societies/golden-key>

Phi Kappa Phi (top 7.5% of juniors and top 10% of seniors and graduate students): <http://pkp.sdsu.edu/>

Mortar Board (seniors): <http://mortarboard.sdsu.edu/>

Phi Beta Kappa (junior/senior): <http://honorscouncil.sdsu.edu/multidiscipline-societies/phi-beta-kappa>

Scholars without Borders (undergraduate/graduate): <http://swb.sdsu.edu/>

Tau Sigma (transfer): <http://tausigma.sdsu.edu/>

### Contact Information

**Phone:** 619-594-6337

**Email:** [honorscouncil@sdsu.edu](mailto:honorscouncil@sdsu.edu)

**Online:** <http://honorscouncil.sdsu.edu/>

**Location:** Love Library (LL)-428D

# HONORS COMMUNITY

## **Weber Honors College**

Weber Honors College (WHC) is committed to providing a unique community of place and purpose and a gathering space for a diverse group of students who share a commitment to achievement, to giving back to the communities in which they live and work, and to deep engagement.

Students must apply to join the Honors College for the fall semester. The priority deadline for students is January 15, 2019 and the final deadline is March 30, 2019. Students are strongly encouraged to apply by the priority deadline. Current students with a minimum cumulative gpa of 3.2 at the time of application, are encouraged to apply.

## **Contact Information**

Dr. Martha Enciso, Associate Director

Weber Honors College

**Phone:** 619-594-3834

**Email:** [menciso@sdsu.edu](mailto:menciso@sdsu.edu)

**Online:** <http://honors.sdsu.edu/>

**Location:** Administration (AD)-201





# JOB OPPORTUNITIES

## **Career Services Job Search**

Aztec Career Connection is an online system students can utilize (use your SDSU log in information) to find jobs and internships. The system is free to use for currently enrolled students and recent alumni (within 120 days of graduation). Aztec Career Connection includes a schedule of on-campus interviews, workshops, information sessions, resources for studying and working abroad, a personality type assessment, and a practice interview online resource.

[https://go.sdsu.edu/student\\_affairs/career/azteccareerconnection.aspx](https://go.sdsu.edu/student_affairs/career/azteccareerconnection.aspx)

## **Federal Work Study Jobs**

The Federal Work Study (FWS) Program is a part-time employment program designed to help students meet their cost of attendance.

[http://go.sdsu.edu/student\\_affairs/financialaid/workstudy.aspx](http://go.sdsu.edu/student_affairs/financialaid/workstudy.aspx)

## **Graduate Assistantships**

Graduate Assistants assist a faculty member or teaching staff with various professional and technical duties associated with the subjects or programs in which the assistant is doing graduate work.

<http://bfa.sdsu.edu/hr/jobs/student/gap/>

## **Instructional Student Assistant Jobs**

Instructional Student Assistants perform teaching, grading, or tutoring duties

<http://bfa.sdsu.edu/hr/jobs/student/isap/>

## **Teaching Associate Jobs**

Teaching Associate positions provide practical teaching experience to currently enrolled or admitted CSU graduate students in fields related to their advanced study.

<http://bfa.sdsu.edu/hr/jobs/student/tap/>

## **Information for International Students**

<http://bfa.sdsu.edu/hr/jobs/job-opportunities.aspx>



# MENTORING & ENRICHMENT PROGRAMS

## **Aztec Mentor Program (AMP)**

The Aztec Mentor Program (AMP) provides students an individual mentor who is an established alumni/professional in the San Diego area or in other parts of the world. Mentors provide guidance on career-related topics such as interviewing, networking, graduate school, and more!

The program is open to eligible juniors, seniors and graduate students in all majors. The program runs during the Fall (Aug - Dec) and Spring (Jan - May) semesters.

### **Contact Information:**

Heather LaPerle, Associate Director for Experiential Learning

**Phone:** 619-594-6851

**Email:** amp.sdsu.edu

**Online:** <https://amp.sdsu.edu>

**Location:** Career Services, Student Services East (SSE)-1200

## **Faculty-Student Mentoring Program**

The mission of the Faculty-Student Mentoring Program (F-SMP) is to support student engagement and development through undergraduate research, scholarship, and creative initiatives. The F-SMP serves SDSU juniors, seniors, and transfer students from economically disadvantaged backgrounds.

### **Contact Information**

Jose Preciado, Director of General Studies

**Phone:** 619-594-2209

**Email:** preciado@sdsu.edu

**Online:** <https://fsmp.sdsu.edu/>

**Location:** Administration Building (AD)-101

## **Initiative for Maximizing Student Development Program (IMSD)**

The SDSU Initiative for Maximizing Student Development (IMSD) Program is an intensive undergraduate research training program, which prepares students for direct entry into STEM or behavioral science Ph.D. programs. The mission is to improve the participation of historically underrepresented students in the sciences and increase the number of underrepresented students who matriculate directly to a Ph.D. program.

### **Contact Information:**

Brittnie Bloom, Program Manager

**Phone:** 619-594-3744

**Email:** bbloom@sdsu.edu

**Online:** <http://sci.sdsu.edu/imsd/>

**Location:** Geology, Mathematics, Computer Science (GMCS)-322C

# MENTORING & ENRICHMENT PROGRAMS

## Maximizing Access to Research Careers Program (MARC)

The Maximizing Access to Research Careers Program (MARC) Undergraduate Student Training in Academic Research (U\*STAR) is sponsored by the National Institutes of General Medical Sciences (NIGMS). The program provides support for undersgraduate students who are underrepresented in the biomedical and behavioral sciences to improve their preparation for high-caliber graduate training at the Ph.D. levels.

### Contact Information

Thelma Chavez, Coordinator, LSAMP, MARC, MSP

**Phone:** 619-594-7195

**Email:** [thelma.chavez@sdsu.edu](mailto:thelma.chavez@sdsu.edu)

**Online:** <http://www.sci.sdsu.edu/marc/>

**Location:** Geology, Mathematics, Computer Science (GMCS)-322B

## Mathematics, Engineering, Science Achievement Program (MESA)

The Mathematics, Engineering, Science Achievement (MESA) Engineering Program (MEP) supports underserved students to become the engineers and physical science professionals urgently needed in the STEM industry to compete in today's global marketplace.

### Contact Information:

Eric Pamintuan, MESA Engineering Program Coordinator

**Phone:** 619-594-7419

**Email:** [mep@sdsu.edu](mailto:mep@sdsu.edu)

**Online:** <http://mep.sdsu.edu/engineering/mep/>

**Location:** Engineering (E)-208

## Provost's Mentoring Program (PMP)

The Provost Mentoring Program (PMP) connects first year (freshmen or transfer students), first-generation college students to SDSU faculty, staff, and administrators who were also first-generation college students and/or serve as first-generation student advocates at SDSU.

### Contact Information:

Dylan Mazelis, Coordinator, Provost Mentoring Program

**Phone:** 619-594-5842

**Email:** [pump@sdsu.edu](mailto:pump@sdsu.edu)

**Online:** <http://provost.sdsu.edu/pump>

**Location:** Administration Building, AD- 101

# PLACES TO EAT ON CAMPUS

## EAST COMMONS

### **Aztec Market**

**Phone:** (619)-594-7619

**Monday-Thursday:** 7:00am - 10:00pm

**Friday:** 7:00am - 7:00pm

**Saturday:** 9:00am - 3:00pm

**Sunday:** 11:00am - 7:00pm

### **Vinnie's Pizza & Pasta Bar**

**Phone:** (619) 594-0413

**Monday-Thursday:** 9:00am - 7:00pm

**Friday:** 9:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Dickey's Barbecue Pit**

**Phone:** (619) 693-5596

**Monday-Friday:** 10:00am - 9:00pm

**Saturday-Sunday:** 11:00am - 9:00pm

### **Rubio's Coastal Grill**

**Phone:** (619) 594-6656

**Monday-Thursday:** 8:00am - 7:30pm

**Friday:** 9:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Juice It Up**

**Phone:** (619) 594-0413

**Monday-Thursday:** 8:00am - 7:00pm

**Friday:** 8:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Panda Express**

**Phone:** (619) 594-7707

**Monday-Friday:** 9:00am - 7:30pm

**Saturday:** 10:00am - 7:30pm

**Sunday:** 10:00am - 7:30pm

### **Salad Bistro**

**Phone:** (619) 594-0413

**Monday-Thursday:** 10:00am - 5:00pm

**Friday:** 10:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **So-Cal Chicken**

**Phone:** (619) 594-0413

**Monday-Thursday:** 9:00am - 7:00pm

**Friday:** 9:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Subway**

**Phone:** (619) 677-1555

**Monday-Thursday:** 7:00am - 11:45pm

**Friday:** 7:00am - 10:00pm

**Saturday:** 8:00am - 10:00pm

**Sunday:** 8:00am - 10:00pm

## WEST COMMONS

### **Aztec Market**

**Phone:** (619) 594-7694

**Monday-Thursday:** 7:00am - 7:00pm

**Friday:** 7:00 - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Olive Oil Cafe**

**Phone:** (619) 729-0494

**Monday-Thursday:** 8:00am - 7:00pm

**Friday:** 9:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

### **Crust by Olive Oil**

**Phone:** (619) 729-0494

**Monday-Thursday:** 10:00am - 6:00pm

**Friday:** 10:00am - 3:00pm

**Saturday:** Closed

**Sunday:** Closed

# PLACES TO EAT ON CAMPUS

## CONRAD PREBYS AZTEC STUDENT UNION

### **Aztec Market**

**Phone:** (619) 594-7619

**Monday-Friday:** 7:00am - 10:00pm

**Saturday:** 8:00am - 4:30pm

**Sunday:** Closed

### **Starbucks**

**Phone:** (619) 594-3551

**Monday-Sunday:** 6:30am-11:30pm

### **Oggi's Pizza Express**

**Phone:** (619) 286-4447

**Monday-Wednesday:** 10:30am - 10:00pm

**Thursday-Saturday:** 10:30am - 12:00am

**Sunday:** 11:00am - 8:00pm

### **Chipotle**

**Phone:** (619) 362-9973

**Monday-Sunday:** 10:30am - 10:00pm

### **The Habit Burger Grill**

**Phone:** (619) 582-1364

**Monday-Friday:** 10:00am - 10:00pm

**Saturday-Sunday:** 11:00am - 10:00pm

### **ShakeSmart**

**Phone:** (858) 461-8313

**Monday-Friday:** 7:00am - 10:00pm

**Saturday:** 10:00am - 4:00pm

**Sunday:** Closed

## SOUTH CAMPUS PLAZA

The following doesn't allow the use of meal plans:

### **Trader Joe's**

**Phone:** (619) 229-9092

**Open daily:** 6:30am - 9:00pm

### **Eureka! Discover American Craft**

**Phone:** (619) 220-2400

**Monday-Friday:** 11:00am - 12:00am

**Saturday-Sunday:** 10:00am - 12:00am

### **Which Which? Superior Sandwiches**

**Phone:** (619) 542-9865

**Monday-Sunday:** 10:00am - 10:00pm

### **Broken Yolk Cafe**

**Phone:** (619)-501-3030

**Open daily:** 6:30am - 9:00pm

### **Poke One n Half**

**Location:** South Campus Plaza  
(Coming Soon)

### **Epic Wings N' Things**

**Phone:** (619) 286-3742

**Sunday-Thursday:** 10:30am - 10:30pm

**Friday-Saturday:** 10:30am - 11:00pm

# PLACES TO STUDY ON CAMPUS

## **Aztec Student Union Student Lounge**

The lounge includes wall-mounted USB outlets for device charging, play Xbox on a media wall, collaborate at special HDMI switcher table that enables users with multiple laptops to share a screen, 3 big screen televisions, and real time energy consumption statistics and building sustainability features.

<https://as.sdsu.edu/union/studentlounge/>

## **Calpulli Center Patio**

The patio is located on the fourth floor of the Calpulli Center and has tables, chairs, and benches for students to use. The patio also has a great view of SDSU.

[http://go.sdsu.edu/student\\_affairs/healthpromotion/calpullicenter.aspx](http://go.sdsu.edu/student_affairs/healthpromotion/calpullicenter.aspx)

## **Commuter Resource Center (CRC)**

Located on the second floor of the Aztec Student Union, Room 201. The center offer individual and group study tables, computer stations, free printing (students receive a free 5 page printing pass for every Commuter Life event or activity they attend), rolling white boards to use for study groups, cable tv, refrigerator, microwaves, sink, and comfortable arm chairs.

[https://go.sdsu.edu/student\\_affairs/sll/commuter-center.aspx](https://go.sdsu.edu/student_affairs/sll/commuter-center.aspx)

## **DAESA Student Learning Lounge**

Located in the Administration building (AD-201), the Division of Academic Engagement and Student Achievement (DAESA) Student Learning Lounge provides a learning commons for students to study and access academic resources.

<http://csp.sdsu.edu/programs-and-services/student-learning-lounge>

## **Love Library (LL)**

Love Library offers study rooms (some are first-come, first-use, and others can be reserved for three or more students), a 24/7 study area on the 2nd floor of the Library Addition, quiet study areas, laptop lounge, coffee station, and vending machines. Hours and specific locations are available at <https://library.sdsu.edu/spaces/open-study-spaces>

## **Professional Fine Arts and Studies (PSFA) Library**

Located in the basement level of PSFA in the School of Public Affairs. The library has various tables, chairs, and some computers for students to use.

<https://psfa.sdsu.edu/>

## **Storm Hall Terrace**

Located behind Storm Hall. Tables and chairs are available for use and it is an excellent location for a nice view of San Diego.

## **Turtle Pond**

Located near Scripps Cottage. There are tables and chairs to use near the pond.

<http://www.sci.sdsu.edu/greenhouse/Scripps.html>

# PROFESSIONAL EMAIL ETIQUETTE

When emailing faculty or staff on campus, it is important to use a professional format. Even if you are using your phone to email faculty/staff at SDSU, there are a few items that should be included:

- A greeting such as "Hello" or "Dear" before the person's name
- Introduce yourself
- Provide some context regarding your question or reason for your appointment request
- A signature such as "Thank you" or "Best"

We have included some sample emails below.

## **Contacting Faculty**

### **Sample 1: A "typical email"**

Hi Dr. Doran,

I'm a 2nd year student hoping to get involved in research. I am a biology major and plan to attend medical school. I would really like to work with you in biology. Do you have any paid undergraduate research positions this summer?

Student

## **Contacting Faculty**

### **Sample 2: A "better email"**

Dear Dr. Doran,

My name is Erin Fletcher and I'm a second year biology major. I took microbiology 211 and developed a passion for bacteriology and virology. I switched my major to Molecular Biology and am extremely interested in pursuing independent research under your mentorship.

Recently I read your 2010 paper, "Regulation of CovR expression in Group B streptococcus impacts blood-brain barrier." In particular, I am fascinated how certain pathogens cross barriers at the molecular level and the stages leading to infection. If possible, I would love to start working on a long-term project under your mentorship.

Are you available to meet sometime this week to discuss your research? I would also be happy to volunteer in your lab for a few weeks before we commit to anything and to see if this is a good match. Attached are my transcript and resume. I look forward to hearing from you!

Thank you,

Erin Fletcher  
Microbiology, RED ID

# RESOURCE CENTERS

## (API)phany

(API)phany is a biweekly workshop series hosted by Counseling & Psychological Services and the Center for Intercultural Relations to discuss the intersection between race/ethnic identity for Asian Pacific Islander (API) students and mental health. This workshop series is usually hosted on Thursdays from 4pm - 5:30 pm with a new topic each week.

### Contact Information

**Phone:** 619-594-5220 (C&PS)

**Email:** [outreach.cps@sdsu.edu](mailto:outreach.cps@sdsu.edu)

**Online:** N/A, check Counseling & Psychological Services facebook page

**Location:** Usually Center for Intercultural Relations

## Black Resource Center

The Black Resource Center (BRC) serves as a space for students, faculty, and staff to congregate, collaborate, and cultivate a unified sense of community. The BRC is located on Lindo Paseo nearby the Women's Resource Center and Pride Center.

### Contact Information

Quincey Penn, Black Resource Center Coordinator

**Phone:** 619-594-3368

**Email:** [qpenn@sdsu.edu](mailto:qpenn@sdsu.edu)

**Online:** TBD

**Location:** 5723 Lindo Paseo

## Center for Intercultural Relations

The Center for Intercultural Relations (CIR) researches, designs, and implements unique programs that promote the appreciation of cultural diversity and fosters intercultural and cross-cultural understanding. The Center provides programs and services that support the academic mission of the university by enhancing the educational, personal, cultural, and social development of students.

### Contact Information

**Phone:** 619-594-7057

**Email:** [interculturalrelations@sdsu.edu](mailto:interculturalrelations@sdsu.edu)

**Online:** [http://go.sdsu.edu/student\\_affairs/intercultural/Default.aspx](http://go.sdsu.edu/student_affairs/intercultural/Default.aspx)

**Location:** Conrad Prebys Aztec Student Union-250

# RESOURCE CENTERS

## Educational Opportunity Programs (EOP) and Ethnic Affairs

The mission of the Office of Educational Opportunity Programs (EOP) and Ethnic Affairs is to serve students from low income backgrounds and historically under-served communities by providing innovative programs and services that facilitate the successful recruitment, retention and development of scholars and leaders as they persist towards a university degree. Students cannot apply for services once they begin their first semester of students at a CSU campus.

### Contact Information

**Phone:** 619-594-6928; EOP Imperial Valley Campus (760) 768-5502

**Email:** See website for more information

**Online:** [eop.sdsu.edu](http://eop.sdsu.edu)

**Location:** Student Services East (SSE) - 2109

## Pride Center

The Pride Center offers information pertaining to lesbian, gay, bisexual, transgender, queer, questioning, intersex, ally, and many other communities at SDSU. The center offers its own programming and services but also acts as a hub for the vibrant resources of the SDSU campus. The center facilitates campus-wide awareness and dialogue, student leadership skills, resources and support services in sexual and gender self-identity development, and social justice and equality efforts.

### Contact Information

**Phone:** 619-594-3520

**Email:** [pridecenter@sdsu.edu](mailto:pridecenter@sdsu.edu)

**Online:** [http://pridecenter.sdsu.edu/student\\_affairs/pridecenter/](http://pridecenter.sdsu.edu/student_affairs/pridecenter/)

**Location:** 5141 Campanile Drive (next to the Women's Resource Center on the corner of Lindo Paseo and Campanile)

## The Joan and Art Barron Veterans Center

The Veterans Center is committed to supporting military, military veterans, military spouses, and dependent children in the areas of higher education in outreach/admissions, GI Bill benefits, academic success, graduate and career development.

### Contact Information

**Phone:** 619-594-5813

**Email:** [veterans@sdsu.edu](mailto:veterans@sdsu.edu)

**Online:** <http://arweb.sdsu.edu/es/veterans/>

**Location:** Student Services West (SSW)-1661



# RESOURCE CENTERS

## Undocumented Resource Area

The Undocumented Resource Area falls under the umbrella of the Educational Opportunity Programs (EOP). The office supports undocumented students, AB 540 students, DACA students, and others. AB 540 students are eligible to sign up for EOP.

### Contact Information

Cynthia Torres, Undocumented Resource Area Coordinator

**Phone:** 619-594-6298

**Email:** [ctorres@sdsu.edu](mailto:ctorres@sdsu.edu)

**Online:** [http://studentaffairs.sdsu.edu/EOP/Modern/AB540\\_new.html](http://studentaffairs.sdsu.edu/EOP/Modern/AB540_new.html)

**Location:** Student Services East (SSE)-2109

## Women's Resource Center

The Women's Resource Center (WRC) provides support and advocacy, empowers student voices, connects community members to on-campus and local resources, and creates and facilitates educational programs and events. The WRC hosts campus-wide efforts, provides training on rape and sexual violence, and offers a lactation space on-site.

### Contact Information

**Phone:** 619-594-2304

**Email:** [wrc@sdsu.edu](mailto:wrc@sdsu.edu)

**Online:** [https://newscenter.sdsu.edu/student\\_affairs/wrc/](https://newscenter.sdsu.edu/student_affairs/wrc/)

**Location:** 5121 Campanile Drive

# SAFETY

## Campus Police

The University Police Department (UPD) provides policing services to San Diego State University (SDSU). Our police officers and emergency dispatchers are graduates of a California Peace Officer Standards and Training (POST) academy and are empowered by section 830.2 © of the California Penal Code. The UPD includes detectives, K-9 unit, community outreach and engagement, special operations unit, parking enforcement, records unit, property and evidence unit, key issue and access control office, and parking operations.

Safety services and programs include:

- Bike registration (free)
- Duress Phones (emergency blue light phones throughout campus)
- Safety Escorts (available from dusk until dawn, 7 days a week by calling 619-594-6659.)
- Red and Black Shuttle Program (operates weekdays from 5:30pm-midnight)
  - To use the shuttle program download the DoubleMapp app and select San Diego State University. View live shuttle updates. Enter your information to confirm your eligibility.
  - The shuttle does not operate on a standard schedule so riders should refer to the app for shuttle bus arrival times.
  - There are five shuttle buses that will use three routes: red, black, and green routes. The green route offers seven on-campus shuttle stops. The red and black routes offer 11 shuttle stop locations surrounding campus.
  - All three routes connect in front of the Speech, Language, and Hearing Sciences building so riders can easily transfer to a new route.

### Contact Information

**Phone:** 619-594-1991

**Email:** [police@sdsu.edu](mailto:police@sdsu.edu)

**Online:** <http://police.sdsu.edu/>

**Location:** 5350 55th Street

## Public Safety

The SDSU Police Department is charged with safeguarding the campus community through proactive professional law enforcement and service delivery. The department provides a variety of services including blue emergency phone located around campus, safety walking escort services, and a rape and sexual assault workshop.

### Contact Information

**Phone:** N/A

**Email:** N/A

**Online:** [http://go.sdsu.edu/student\\_affairs/healthpromotion/publicsafetyuniversitypolice.aspx](http://go.sdsu.edu/student_affairs/healthpromotion/publicsafetyuniversitypolice.aspx)

**Location:** N/A

# SCHOLARSHIPS & FELLOWSHIPS

## National Scholarships & Fellowships

National Scholarships & Fellowships administers a number of competitive scholarship and fellowship opportunities available to current undergraduates, graduate students and alumni. We support students through campus endorsement, one-on-one mentoring sessions, and workshops. Fellowships provide funding for opportunities such as study abroad, language learning, research, international graduate school at certain institutions, and more.

### Contact Information

**Phone:** 619-594-2871

**Email:** [nationalscholarships@sdsu.edu](mailto:nationalscholarships@sdsu.edu)

**Online:** <http://onsf.sdsu.edu/>

**Location:** Administration (AD)-101

## Office of Financial Aid & Scholarships

The Office of Financial Aid and Scholarships (OFAS) is responsible for preparing and communicating information on financial aid. This office helps students apply and receive all types of financial aid as well as offer SDSU-administered scholarships.

OFAS has three separate deadlines for SDSU-administered scholarships, including a February deadline for funds used in the following school year, a May deadline for the following school year, and a October deadline for the spring semester. Scholarships can be searched by class level and major. Make sure to search scholarships by "all majors" as well.

### Contact Information

**Phone:** 619-594-6323

**Online:** [http://go.sdsu.edu/student\\_affairs/financialaid/Default.aspx](http://go.sdsu.edu/student_affairs/financialaid/Default.aspx)

**Location:** Student Services West (SSW)-3615

# STUDENT ORGANIZATIONS

## Associated Students (A.S.) Student Diversity Commission

The Associated Students (A.S.) Student Diversity Commission promotes cultural understanding through education, communication, and action and ensure that action taken by A.S. reflects the diversity of the SDSU campus. The Commission meets weekly on Monday at 1:45 pm in the Council Chambers - Conrad Prebys Aztec Student Union.

### Contact Information

**Phone:** N/A

**Email:** [asdiversity@sdsu.edu](mailto:asdiversity@sdsu.edu)

**Location:** Council Chambers, Conrad Prebys Aztec Student Union

**Online:** <https://as.sdsu.edu/govt/committees/>

## Cultural Student Organizations

There are multiple cultural student organizations on campus to help students build community and connection based on their cultural, ethnic, or religious background. There is a listing of approved student organizations available online at the site listed below.

### Contact Information

**Online:** <https://stuapp.sdsu.edu/rso/Search/List?OrgTypeCode=CUL>

## Graduate Student Association (GSA)

As a member of the Graduate Student Association (GSA) you will receive special invitations to our upcoming events and activities as well as be a part of graduate student life at SDSU.

### Contact Information

**Online:** <https://as.sdsu.edu/gsa/>

**Location:** Government Affairs Office, 5500 Campanile Drive San Diego, CA 92182-7804

## Student Life & Leadership

Student Life & Leadership (SLL) promotes student engagement, development, and success. They provide a balanced university experience for our diverse community through teaching, advising, and programming. Registered student organizations, fraternity & sorority life, leadership & community service, commuter life, and others fall into this department.

### Contact Information

**Phone:** 619-594-5221

**Email:** [sll@sdsu.edu](mailto:sll@sdsu.edu)

**Online:** [http://sll.sdsu.edu/student\\_affairs/sll/](http://sll.sdsu.edu/student_affairs/sll/)

## QUICK GLANCE TERMS

**Academic Year:** The academic year at SDSU consists of two semesters, Fall and Spring. Fall semester begins in August and Spring semester begins in January.

**Academic Adviser:** Advisers are available to help you develop your academic plan, understand graduate requirements, evaluate transfer credit, choose or change a major, clear mathematics and writing requirements, remove probationary status to avoid disqualification, file for graduation, prepare to enter a professional school, and plan your next semester's schedule. SDSU has general academic advisers for general education requirements, major specific advisers, and paraprofessional advisers.

**Accommodations:** Accommodations are services provided to remove any barriers that disability creates so that all students have an equal opportunity to be successful. Accommodations can be done with the Student Ability Success Center or with the the Title IX office for those who may need gender-based or sexual discrimination accommodations.

**Add/Drop:** Add a class to your course schedule through WebPortal during your registration time and you can also drop a class any time after that. Depending on when you drop courses, that may affect your financial status as well as much of a refund you receive.

**AidLink:** A secure online portal that gives you 24-hour access to your financial aid awards and your scholarship information. This is where you can accept loans, view your financial aid award letter, apply for SDSU scholarships, and more.

**Ally:** In the field of social justice, an ally to another person or group of people stands up in support of those being marginalized or treated unjustly; an ally is willing to act with and for others in pursuit of ending oppression and creating equality.

**A.P. (Academic Probation):** An indication that a student's cumulative GPA has fallen below 2.0; students on academic probation must raise their grades to a 2.0 GPA or better or may be placed on suspension or disqualification unless granted an extension by their academic dean.

**Certificate Program:** In an economy that increasingly rewards specialization, more and more SDSU departments are offering certification programs, typically a package of five or six courses, for credit or not, taken over three to 18 months. See your general Catalog or meet with a major adviser for more information.

**College:** There are two meanings for college: one refers to an educational institution that awards degrees, such as community colleges, four-year college and universities, and vocational schools; the second refers to one of several academic colleges within the university. SDSU has seven colleges: Arts and Letters, Fowler College of Business, Education, Engineering, Health and Human Services, Professional Studies and Fine Arts, and Sciences.

**Commencement/Graduation:** The commencement ceremony celebrates students who have completed all the requirements of their major and general education; the ceremony may include a processional, introductions, awards, a speaker, and a recessional

**Convocation:** An annual ceremony at the beginning of each fall semester where faculty, staff, student leaders, and community members welcome new students to San Diego State University.

## QUICK GLANCE TERMS

**Counselor:** SDSU has psychological counselors and therapists at Counseling & Psychological Services (C&PS). Counselors are available to hear your concerns, identify options, and help you find the best way for you to get the help you need. This can include getting scheduled for short-term individual or group counseling at C&PS, a referral to another on-campus department, and/or referral to a community mental health provider.

**Course Number:** The number your college or university uses to classify a course. You usually need this number in order to register for a class.

**Culture shock:** An experience a person may have when moving to a new cultural environment that is different from their own; can include feelings of anxiety, loneliness, and confusion.

**Curriculum Vitae:** A more extensive "resume" that includes all of a person's education, qualifications, and previous experiences; this can include classes taught, conferences and trainings attended, certificates and other awards earned, etc.

**Doctoral Degree:** Highest level of an academic degree; students can earn a doctorate degree in almost any subject area as a terminal degree for their field; doctoral degrees can often last anywhere from 3-7 years or more.

**D.Q. (Disqualification):** A suspension from the university based on a student's inability to improve their cumulative GPA to a 2.0 or better. Students are put on academic probation first before being disqualified. Students should meet with their academic dean or department to be reinstated.

**Educational Opportunity Program (EOP):** A program for low-income and educationally disadvantaged students that provides admissions counseling, academic advising, peer mentoring, student success workshops, tutoring, and some supplemental financial assistance. Students must apply when they first apply to SDSU.

**Elective:** A class you can take that is not specifically required by your major or minor.

**Faculty:** Any professional who teaches a class for credit and is responsible for assigning students a grade for the class; the word "faculty" is used instead of "teachers."

**Financial Aid Package:** A "package" is any combination of scholarships, grants, loans, and work funds used by the postsecondary institution to assist the student in meeting the cost of education.

**Fellowship:** Fellowships are funding opportunities administered by outside institutions, organizations, or foundations; fellowships can fund domestic or international graduate study, undergraduate research, service, civic engagement, leadership development, internship opportunities, and more.

**FERPA:** Family Educational Rights and Privacy Act, the federal law that requires universities to protect student records and privacy.

**Full Time Student:** A student who enrolls in at least a minimum number of credit hours of courses. Some financial aid is contingent on full-time enrollment. SDSU defines a full-time semester as 15 units.

**General education classes:** Classes that give students basic knowledge of a variety of topics. Students must take general education classes in order to graduate. This set of classes includes different lower division and upper division courses offered out of diverse departments. **See page 93 of the 18-19 General Catalog**

## QUICK GLANCE TERMS

**Grade point average:** The average of all of the course grades you have received, on a four-point scale.

**Grade Point Average (Cumulative):** An average based on all courses attempted at SDSU and transferable courses at other universities, liberal arts colleges, and community colleges.

**Grade Point Average (Major):** An average based on all upper division courses attempted in the major department.

**Graduate Degrees:** These degrees are earned beyond the bachelor's degree when the student completes graduate school curriculum requirements. Common examples include the MA (master's degree), PhD (doctoral degree) MBA (master's degree in business administration), MD (medical doctor).

**Graduate Student Assistantship:** Graduate students are eligible for graduate student assistantships with teaching, research, or other support roles in a university; this allows for graduate students to gain experience and receive some sort of financial stipend or pay.

**Grant:** Money given to the student with or without SDSU work expectations. However, there may be additional guidelines to follow set forth by the granting agency.

**High Impact Practice:** Active learning practices that promote deep learning by promoting student engagement; there are 10 identified HIPs: first-year seminars and experiences, common intellectual experiences, learning communities, writing-intensive courses, collaborative assignments and projects, undergraduate research, diversity/global learning, service learning or community-based learning, internships, and capstone courses and projects

**Honors Council:** HC comprises student and faculty representatives of the Weber Honors College and of the seven campus-wide multidisciplinary honors societies: Phi Eta Sigma, Golden Key, Phi Kappa Phi, Mortar Board, Phi Beta Kappa, and Scholars without Borders. HC acts as an advisory and coordinating center for all the honors societies and represents them on the Associated Students council

**Honors Society:** An organization that recognizes excellence among peers often based on scholastic and academic merit or contributions in extracurricular activities.

**Hybrid Course:** Courses in which some traditional face-to-face "seat time" has been replaced by online learning activities; the purpose is to take advantage of the best features of both face-to-face and online learning.

**Leave of Absence:** Students can apply for a leave of absence if they have completed at least one semester. This form can be completed to take a temporary leave of absence and plan to return later in the future. Meet with your college dean for approval.

**Loan:** Money loaned to a student or parent meant to be used for college expenses and which must be repaid (with interest) when the student graduates or stops going to school for six straight months (grace period). Subsidized loans are loans that do not accrue interest until after the grace period.

**Major Adviser:** See academic adviser. This adviser supports students with major-specific questions regarding coursework, internship opportunities, career paths, and more.

## QUICK GLANCE TERMS

**Master's Degree:** A master's degree is usually a second-cycle academic degree awarded upon completion of course of study demonstrating mastery of a specific field of study or area of professional practice. Master's programs are usually two years long.

**Major:** A student's concentrated field of study.

**Mentor:** A trusted and experienced adviser; at SDSU, there are peer, staff, and faculty mentorship programs.

**Minor:** A student's secondary field of study.

**Office Hours:** Scheduled time during the week when faculty members are available to provide students additional help outside of the classroom. Office hours can be walk-in hours or require appointment. This is a good time to discuss class material further, absences, personal questions regarding academic performance, and other academic or professional questions.

**Ombudsman:** A person recognized or designated to help individuals understand rules, policies, procedures, rights and responsibilities, as well as offer suggestions when addressing conflicts at a campus.

**Peer Adviser:** An upper class student, often in the same major or field, who assists other students with personal, academic, and professional questions; these peer advisers often can't answer specific academic planning questions like an academic adviser can.

**Peer Mentor:** See mentor. Peer mentors provide support to students and helps connect with them on their academic experience.

**Pell Grant:** Federal financial aid to support students' college fees; limited to students with financial need, who have not earned their first bachelor's degree, or who are enrolled in certain post-baccalaureate programs.

**Ph.D.:** See Doctoral Degree. Doctor of Philosophy.

**Prerequisite:** A course that must be taken prior to enrollment in another course.

**RAAR Form:** Request for Adjustment of Academic Requirement (RAAR); this form is used by students requesting an exception to an academic policy or regulation after meeting with their academic adviser and receiving an official evaluation.

**Registrar:** This office is primarily responsible for maintaining accurate student records, including contact information, enrollment history, grades, and transcripts. This office also creates the schedule of classes and is responsible for the registration system.

**Research Assistantship:** See graduate student assistantship. Research assistantships are open to undergraduate and graduate students, and provides opportunities for students to support a research project under a faculty mentor, often for pay or class credit.

**Research (see Undergraduate Research):** Opportunities to work on a project with a faculty mentor or on an individual research project to ask and answer empirical questions, conduct qualitative and quantitative observation methods, and learn more about a chosen field of study.



## QUICK GLANCE TERMS

**Residence Hall/Dorm:** Previously referred to as dormitories/dorms, residence halls are the traditional housing option for new students. These buildings include “traditional” or “community” halls (2-3 students in one room with community bathrooms shared by several rooms), suite halls (2-3 students in one room with 2-4 rooms connected by a shared bathroom), and super-suite halls (1-2 students in one room with 2-4 rooms sharing a common living area and bathrooms).

**Resident Assistant (RA):** A student hired to live in a residence hall to help students adjust to living on campus and to serve as a peer advisor.

**Satisfactory Academic Progress (SAP):** Students fill out this form if they did not complete 75% of the units attempted in summer, fall, and spring of an academic year; and if their GPA is below the minimum SAP standard.

**Scholarship:** A grant or payment made to support a student’s education, award on the basis of academic or other achievement, or by need; this money does not have to be repaid but may be taxed.

**Service Learning** (get from DAESA service learning website): Field-based experiential learning to provide students with direct experiences with issues studying in the curriculum in order to analyze and solve problems in the community.

**STEM:** Acronym for Science, Technology, Engineering, and Mathematics.

**Stipend:** A fixed regular sum paid as a salary or allowance; usually given during a brief internship program to pay students for their work.

**Student Persistence:** This is the act of working, progressing, and earning credits toward graduation in an academic environment.

**Study Abroad:** One of the high-impact practices for students to participate in; students will complete a brief term studying abroad in a different country for academic credit; SDSU students may study abroad for spring break, winter break, summer, one semester, or a full year

**Summer Fellowship:** See fellowship. Summer fellowships are held in the summer, often hosted by another outside institution or organization. Fellowships can include research, internship, etc. Depending on your fellowship, they may cover lodging, travel, meals, and provide a stipend.

**Supplemental Instruction (SI)** - Supplemental Instruction (SI) provides students in historically challenging courses with free, voluntary, non-remedial, peer-facilitated study. Since its implementation at SDSU in 2015, students who participate in SI Sessions have experienced increased exam performance of half to a full letter grade. SI Sessions are facilitated by students (SI Leaders) who receive training to use concepts from the classes to offer 90-minute SI Sessions that use active learning strategies and study skills for students to use throughout the semester and college careers. SI Sessions are offered throughout the week (as many as 20 per course) to accommodate students’ busy schedules. More information about Supplemental Instruction, including the courses where SI is offered and SI Session times, may be found at [bit.ly/SlatSDSU](http://bit.ly/SlatSDSU) or by contacting SI Coordinator, Emily Bates, (619) 594-2205.

**Syllabus:** The course agenda used by a faculty member for the system; generally includes office hours, required and optional books, grading formula, reading and homework assignments and deadlines, class expectations, assignment instructions, and attendance policy.

## QUICK GLANCE TERMS

**Teaching Assistantship:** A graduate student who assists a professor with teaching an undergraduate course, usually within his or her field, as part of an assistantship. Some SDSU departments hire undergraduate students teaching assistants.

**Thesis:** A formal piece of writing on a specific subject, which may be required to earn a bachelor's or graduate degree.

**Undergraduate Research:** Opportunities for students to work with a faculty mentor or conduct their own individual research projects to enrich their academic curriculum through enhanced critical thinking skills and greater understanding of their chosen field; undergraduate research often includes mentorship, originality, acceptability, and dissemination

**Upper Division:** Upper division courses are offered at the junior level or higher (courses numbered 300-499 are upper division)

**Waitlist:** Once a course fills out, a waitlist is compiled of students who are interested in joining the class and waiting for open seats.

**Weber Honors College (WHC):** Academic program that consists of an honors minor in Interdisciplinary Studies (no single subject courses), study abroad, and high impact practice. WHC offers small class sizes, personalized attention, and fosters an intentional community of diverse, engaged students, and a unique atmosphere of creativity. Open to all majors.

**Withdraw:** To reduce the number of hours enrolled in to zero by deleting all course from one's class semester; depending on when you withdraw, you may receive some to no refund.

**Work Study:** Funding offered to students through campus employment; many departments prefer to hire students on work study since the funding comes from federal financial aid and not through the department itself.

**Writing Center:** A free service on campus to provide students with tutors and coaches to learn more about academic writing, research writing, or scholarship writing. This service also supports faculty efforts in writing instruction and teaching.

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Gates to Success First-Gen Student Organization  
San Diego State University



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