NAVIGATING THE
ADVISING WATERWAY AT EOU

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Advising Coordinators
Updated Jan 2010 JMD
Advising Mission Statement:
EOU recognizes academic advising to be a critical component of the educational process. Students work in a collaborative spirit with academic advisors in order to define and implement sound educational plans that are consistent with their personal values, goals, and career plans.
THE PLAN!

- Every EOU student is assigned an academic advisor.
- Advising is a hybrid model, occurring in the colleges and through the Academic and Career Advising Center.
- Team approach - faculty advisors and professional advisors.
- Students have access to an Advising Coordinator in their academic division/college for additional help.
- You may change your advisor if you need to.
- Advising is mandatory (for each term’s registration) for all FR, all new students, and students experiencing academic difficulty.
EOU students and students nationally rate academic advising as the most important issue to them on campus.

Because of this, EOU places a high priority on advising and provides students with personalized advising attention & appropriate referrals to other campus resources.
YOUR FIRST MATE

- Your advisor is committed to advising.
- Your advisor is a guide, assisting with academic planning and policy interpretation.
- Advisees (you!) have the responsibility to come prepared with possibilities; this is a mutual endeavor.
- Your advisor may be a teaching faculty member or a professional advisor.
OTHER CREW MEMBERS

- The AC can provide additional assistance if your assigned advisor is not available or you have more questions.

- Coordinators and the Academic and Career Advising Center offer workshops and other important advising updates and events.

- See your advising coordinator or the ACA Center if you want to declare a major, change your advisor, etc.
NAVIGATIONAL TOOLS

www.eou.edu/advising

- Forms available (Gen Ed worksheets, majors, minors, etc.)
- Advisor and Advising Coordinator names and locations
- Check sheets for all majors and minors
- Sample 4-Year plans for most majors
- Links to Webster, Learning Center, other resources
- “Find Your Advisor” instructions
- Much more helpful information!
All freshmen will take Hum 101 and 102 or Core 101 and 102, freshman first year experience seminar courses.

Hum 101/102 or Core 101/102 will introduce you to EOU and connect you with other students, faculty, and resources on campus.

Which First Year seminar you take depends on your accuplacer scores – more on this later. Talk with your adviser about which courses are best for you.
INSTITUTIONAL GRADUATION REQUIREMENTS – 1 OF 3

- Complete a min. of 180 credit hours
- Earn a 2.000 EOU gpa and a 2.000 composite gpa
- Complete min. of 60 upper division credits
- Complete all requirements in the major.
- Meet EOU Residency requirement: complete min. of 45 EOU credits (30 of these must be upper division credits)
- Complete the General Education Core Requirements (min 60 cr.)
- Complete the EOU Math Requirement (outlined in each major.) – minimum is a 3 cr math or stat course with Math 095 as a pre-requisite.
INSTITUTIONAL GRADUATION REQUIREMENTS – 2 OF 3

- Complete the University Writing Requirement (UWR) as outlined in each major.
- Complete the General Education Core (60 cr.)
- Students may select up to 12 hours in PE 180 courses, up to 12 hours in music activity courses*, and up to 12 hours of INTACT courses to apply to the degree.
- Students may select up to 36 credits S/U (no impact on gpa, S is equivalent to C- or better).
- A maximum of 45 practicum credits.

*music majors exempt
• For the BS degree: meet EOU math requirement.

• For the BA degree: satisfy foreign language requirement (see catalog) and meet EOU math requirement.

• For the BS or BA, a max of 90 credits in one discipline may be applied to the degree.

• Meet admissions foreign language deficiency (DFL) if applicable. More info to come on this.
The EOU catalog provides a list of majors and minors in the front of the catalog.

Read about majors in detail in catalog and on web.

Major and minor check sheets are available at www.eou.edu/advising

If you are exploring:
- Try a variety of courses
- Talk with your advisor, students, and faculty
- Talk with the Advising Coordinators in each area
- Visit the Academic and Career Advising Center
- Check out www.eou.edu/career
  - Take the “Focus” assessment tool, it is free!
  - Attend events/workshops about majors/careers
WHAT ARE GEN EDS?

- The mission of Gen Ed is to introduce you to many fields of study and challenge you to become critical, creative thinkers and engaged, knowledgeable citizens, open to new ways of looking at the world.

- All universities in Oregon currently have their own different Gen Ed systems.

- The General Education Core, effective Fall 2007, applies to you.

- Gen Ed courses will be listed, by category, on the online class schedules each term.

- An updated listing of Gen Ed Core classes is available on the advising and registrar websites.

- Exceptions require a student petition process initiated with your advisor.
• 60 credit hours.
• 45 -60 credits in Required Liberal Arts Courses, up to 15 credits in Optional Courses.
• Required course categories: Aesthetics and Humanities (AEH), Natural, Mathematical, and Information Sciences (SMI), Social Science (SSC), Artistic Process and Creation (APC). 6-20 credits in each.
• Optional course categories: Gateway Experience (GTW), Multi-Disciplinary Inquiry (MDI).
Two prefixes in each category of Required Courses, C- or better grade for each course or S if S/U. Minimum of 6 prefixes overall in Required Courses section.

You may take Gen Ed classes S/U unless for your major.

You may “double-dip” with major and Gen Ed.

Find a complete listing of courses on the web, www.eou.edu/advising - click on “List of GE Classes”

If you are a transfer student with an AAOT your Gen Eds are complete.

Some other community college degrees also directly transfer for Gen Ed – see your advisor.
180 Total Credit Hours (minimum) (of the 180, 60 cr. Upper Division)

- Your Major
- Gen Eds (60)
- Other (Electives, Minors, etc.)
BA vs BS

• BA or BS available for all majors except English/Writing (BA only) and Music (Bachelor of Music, BM).
• BA = Two years of the same foreign language and meet EOU math requirement.
• BS = College level math course(s) as specified by the program – check with your advisor.
• Depending on your major, one type of degree may be more appropriate for you – check with your advisor.
• For BA, generally begin language in first or second year.
• If you are pursuing a BA, German and Spanish are offered at EOU. If you want another foreign language, you may take elsewhere and transfer those credits to EOU.
DFL – DEFICIENCY IN FOREIGN LANGUAGE

- This is a state-mandated high school graduation requirement assessed at time of admission to college or university.
- If you did not successfully complete two years of foreign language in high school*, you will have a DFL designation.
- You will have an advising hold until you successfully complete two terms of the same foreign language at EOU.

*applies to students who graduated 1997 or later.
All EOU graduates must meet certain writing competencies. The UWR consists of:

- Freshman Writing Requirement: WR 121 or equivalent
- A lower division (100 or 200 level) UWR course specified within the major
- Two upper division (300 or 400 level) UWR courses specified within the major
- A grade of ‘C-’ or better is required in each course
- See www.eou.edu/engwrite/uwr for lists of UWR courses for each major and talk with your advisor.
COURSE LEVELS

- **Lower Division** - 100 or 200, Fresh/Soph Level
- **Upper Division** - 300 or 400, Junior/Senior Level
- **College Level** = 100 or above by EOU numbering
- **Developmental** = Below 100 (available for Math only) by EOU numbering. Developmental math courses do not count into the 180 credit total required for graduation. They do count for financial aid, athletic eligibility, and full-time status.

Note: If you transferred to EOU, a 100-level math from your college may or may not be evaluated as college level.
YOUR RANK

• Freshman       0-44    quarter credits
• Sophomore      45-89    quarter credits
• Junior         90-134   quarter credits
• Senior         135+     quarter credits

Transfer students: Semester credits are converted to quarter credits at a rate of 1:1.5
(e.g. a 3 credit semester course = 4.5 quarter credits)
To graduate in 4 years with 180 credits, you need to take 15 credits per term.

Of course, if you change majors, it may take longer!

12 credits is minimum full-time status for financial aid, housing, etc.
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Great opportunities to study at another US college (National Student Exchange, NSE) or overseas (Study Abroad)

200 NSE colleges! Six great Study Abroad programs!

If you are interested in these programs, learn about them early and discuss with your advisor!

For more information, see Janet Camp, NSE and Study Abroad Office, jcamp@eou.edu.
STUFF THAT MAY SINK YOU!

- Sequenced Courses
- Courses Offered Alternate Years
- Repeated Coursework
- Deficiency in Foreign Language
- Athletic eligibility and financial aid eligibility
ON-CAMPUS
ADD/DROP/WITHDRAWAL POLICY

- Week 1: May Add or Drop courses using Webster
- Week 2-4: Add with instructor signature on hard-copy Add/Drop form - Drop using Webster.
- Week 5-7: Add only with College Dean approval after instructor approval. No Drops. May withdraw with a grade of “W” on transcript.
- Week 8 - 10: Add only with College Dean approval after instructor approval. No drops. No withdrawals. Students remaining in a course will receive a letter grade (A-F or I). Students may request an “I” from the instructor if making adequate progress in the course.

All Adds must occur before the end of the 10th week. No Adds in finals week or after the end of term.

Note: Policy effective Winter Term 2010.
Note: A student may withdraw FROM THE UNIVERSITY at any time up until the last day of scheduled classes. This requires a form at the Registrar’s Office.
Dropping classes may affect your financial aid, athletic eligibility, international student status, and housing eligibility.

Always check with Financial Aid before dropping!

An “F” stays on your transcript forever, so generally it is best to drop, but talk with your advisor before dropping.

Drop fees apply after week 1 of classes. See www.eou.edu/staccts for fees – look under “deadlines and refund schedule.”
On-campus students who have not had college-level math and/or writing are required to take appropriate placement test(s). EOU uses Accuplacer.

Your academic advisor will discuss your placement results with you.

If you need developmental Math, this may impact progress towards certain majors.

Math and Writing tutors available, free!, in Learning Center, Loso Hall, 2nd floor.

Math “excel” courses are a great way to increase your math success! Talk to your advisor.
EOU MATH PLACEMENT POLICY

• Initial placement into a math course is based upon your Accuplacer test score.

• EOU policy states that students who place into developmental math (any “O” level math) must begin math at the level of placement.

• A one-time re-test and an appeals process are available.

• Developmental math courses are available at a reduced tuition rate.
The EOU Math Requirement varies by major, discuss with your advisor!

Successful completion (S or C-) of a course indicates that you are ready for the next course in the progression.

Math 095 is the minimum pre-requisite for any math or statistics course that meets the EOU Math Requirement.
Math 040
Arithmetic Skills
3 cr.
S/U only

Math 070
Elementary Algebra
4 cr.
S/U only

Math 095
Algebraic Found.
4 cr.
S/U only

Math 105
Loans and Lotteries
4 cr. *SMI

Math 111
College Algebra
4 cr.

Math 211, 212, 213
Found. Elem. Math
4 cr. *SMI

Stat 243
4 cr. *SMI
YOUR EOU EMAIL ACCOUNT

• You must use your campus-assigned email for university business. Get in the habit of checking it regularly!

• Your email will be assigned and activated within 48 hours of course registration.

• Find your email on Webster in “Personal Information” menu.

• Questions? www2.eou.edu/comp/student or email helpdesk@eou.edu
ACCOUNT “HOLDS”

- Academic Holds include such things as:
  - Advising Hold (all new students, all FR, academic difficulty)
  - DFL Hold
- Advisors can release most academic holds.
- Business Office, Financial Aid, Admissions, Health Center, other holds require you to see these offices.
- Immunization Hold in second term - proof of measles shot needed.
- You must clear your Holds before you can register for classes.
Webster

- http://www.ous.edu/webster
- “Webster” is the on-line course registration and student information system
- Access Webster from EOU home page or from Current Students page or from advising page
WEBSTER FUNCTIONS

- Register for classes, check your schedule
- Find your advisor
- Add and drop classes (see add/drop policy)
- View your transcript and grades
- Update personal information – change of address, phone, change pin number, etc.
- View academic holds
- Review charges and payments on your account
- View Financial Aid holds and requirements, accept or decline aid package, print documents, review loans
- Take surveys occasionally
User ID is the 9-digit student ID number assigned by EOU or your social security number.

PIN is your birthday, yr/mo/day. Example:
July 12, 1982 is 820712.

Choose a pin: must be 6 digits (can’t start with a zero). Enter a security question to protect your privacy.

REMEMBER this PIN number!

If you forget, click the “Forgot Pin?” box and you’ll be prompted with your security question.
MORE NAVIGATIONAL AIDS

- See your advisor
- See the Advising Coordinator in your college
- Call or visit the Academic and Career Advising Office, 962-3378, Hunt Hall 3rd floor for 09-10 academic year.
- Utilize your EOU Academic Catalog, online or paper
- Use Major check sheets and 4 year plans, www2.eou.edu/advising
- Check out NACADA resources (www.nacada.ksu.edu)
FULL SPEED AHEAD!

• TO DO LIST:

➢ Meet with your advisor – if you have a planned major, let your advisor know!
➢ Be sure to discuss placement results and courses you are interested in with advisor
➢ Register for courses and view your fall schedule
➢ Take your schedule with you and order books before classes begin!
➢ Come to Orientation the week before classes.