Dear Student:

I am pleased to welcome you to California State University Channel Islands. I commend you on your decision to attend our institution of higher learning. Cal State Channel Islands is a place where you are the primary focus of our efforts. The faculty and staff are committed to providing you with a quality education so that upon graduation, you will leave the university a strong citizen and a better decision maker in a complex and ever changing global society.

Though you may not be new to a college setting, support is always an important component to success. At CSU Channel Islands, we provide numerous opportunities that will ensure you continue on the path toward the successful completion of your college education. Our faculty and staff take a personal interest in your success.

One of the key ingredients to your success is the academic advisement process. At CSUCI we encourage you to establish mentoring relationships with a faculty advisor and the professional advisors in our Advising Center. The advisor/student relationship can be an important part of your college experience. Advisors will provide you with the guidance and tools to help you complete your academic journey.

I encourage you to take advantage of the many opportunities and resources available and wish you the best as you pursue your educational goals at CSUCI.

Sincerely,

Richard R. Rush
President

Welcome Aboard from the Advising Center Staff!

The Island Compass is your guide to navigating the academic waters of Cal State Channel Islands. This guide is designed to provide the information you need to chart your course and set sail on your academic journey. With the information and tools provided in this guide, we hope you will have a better understanding of what will be needed to complete your academic journey and to achieve your personal and academic goals.

Our advisors are committed to providing you with high quality academic advising. Although the academic advising process begins with group advising at pre-advisement workshops and Island View Orientation, academic advising is a continuous process that will support you throughout your time at the university. You are strongly encouraged to make contact early with academic advisors at CSU Channel Islands. In order to ensure academic success and to remain on course, you are encouraged to maintain regular contact with program faculty advisors as well as the professional advisors in the Advising Center.

Our advisors are looking forward to assisting you with your academic journey. We hope you will use the information in this guide as well as the many academic resources available at CSU Channel Islands to help you reach your goals.

Sincerely,

Sue Saunders
Advising Center Coordinator
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Our Advisors are Here to Help You Set Sail and Stay on Course!

Professional Advisors are available in the Advising Center located in room 1301 on the first floor of the Bell Tower Building. Assistance is available for all undergraduate students for the following:

- Clarification of general education and graduation requirements
- Clarification of your Academic Advising Report Summary
- Semester scheduling of courses
- Degree planning
- Information about dropping and adding classes
- Clarification of university policies and procedures
- Declaring and changing majors
- Academic difficulty—probation/disqualification
- Preliminary Graduation Evaluations two semesters before graduation
- Learning Assistance Workshops offered throughout the semester

Faculty Advising..."Lighting the way to the shore"

Our program faculty advisors will:

- Assist with major course substitutions
- Assist with major course selections and degree planning
- Help students understand major requirements for graduation
- Possibly complete preliminary major graduation evaluation
- Provide assistance with internship opportunities
- Mentor students by exploring career options
- Inform students about graduate school options and professional opportunities

CSUCI program faculty advisors are available in various locations on campus. Please check the Advising Center lobby display case for office locations and walk in hours. In addition, scheduled appointments are available by calling the faculty directly.
Good Advising is a Team Effort!

CSU Channel Islands professional advisors and program faculty advisors are available to assist students in navigating the academic waters of CSU Channel Islands.

**Student Responsibilities:**

The following suggestions are offered to help students enhance their experiences with their advisor:

- Students should make and keep appointments or call if it is necessary to change or cancel an appointment.
- Students should come to advising sessions prepared, with planning done and questions in mind.
- Students should bring all academic records such as unofficial transcripts and/or advising reports to advising sessions.
- Students should make decisions about their academic, career and personal goals.
- Students should ask about and take advantage of resources and assistance available.
- Students should be open concerning school-work, study habits, academic progress, etc.
- Students should keep their general advisor and program faculty advisor informed of their academic progress.

**Advisor Responsibilities:**

To foster a successful student/advisor relationship advisors will:

- Be accessible to all students.
- Be familiar with University policies, procedures and academic requirements.
- Connect students to the best resources or individuals to help with concerns or issues.
- Assist with total academic planning and clarify all baccalaureate and graduation requirements.
- Contact students and offer assistance to students experiencing academic difficulty.
- Listen and suggest various options.
- Encourage students to reach and meet their academic potential.
Components of a Bachelor’s Degree

Major Requirements

General Education Electives

6 units

120 - 125
Depending on Major

A-E General Education Requirements (48)

9 of the 48 General Education units need to be upper interdisciplinary (330-349 or 430-449)

6 of the required 9 upper division interdisciplinary units may be completed within the major

+ American Institutions Requirement
+ Lower and Upper Major Requirements
+ Foreign Language
+ Multicultural Requirement
+ Upper Writing Proficiency
+ Electives as Needed

= Bachelor of Arts or Bachelor of Science Degree
120–125 minimum units

Residency Requirement

At least 30 of the total units must be taken at CSUCI (excluding Open University and Extension units)

• At least 24 of these units must be upper division
• At least 12 of the 30 units must be in the major
• At least 9 (upper) of the required 48 GE units must be completed in residency at CSUCI

Upper Division units required for graduation

At least 40 of the total required units for graduation must be in courses numbered 300-400

48 General Education (GE) units are required for the Baccalaureate Degree. A course may meet the content requirements for two or more program areas (majors, minors, and other sub-programs) with permission of the program, however the units for the course are counted only once toward the total units for graduation. Double counting between a program and General Education requirements is allowed; however, only six of the nine units of upper division, interdisciplinary General Education courses may be double counted between a major and General Education.

Courses in more than one category: A course may be found in more than one category. The student may choose which category requirements the course will fill, but a single course cannot fulfill requirements for two-categories or sub-categories.

Courses taken to meet the Title 5 U.S. History, U.S. Constitution and California State and Local Government are not counted toward the required 48 General Education units.

Courses taken to meet the Title 5 U.S. History, U.S. Constitution and California State and Local Government are not counted toward the required 48 General Education units.
California State University Channel Islands
2003-2004 General Education (G.E.) Requirements

Category A: English Language, Communication and Critical Thinking (9 units)
(Select one course in each of the following subcategories)
A-1 Oral Communication (3 units):
- COMM 101
- COMM 210
- COMM 220
- ENGL 107
- ENGL 330

A-2 English Writing Courses (3 units):
- ENGL 103
- ENGL 105
- ENGL 106
- ENGL 107
- ENGL 330

A-3 Critical Thinking (3 units):
- MATH 230
- UNIV 101

Category B: Mathematics and Sciences (12 units)
(Select one course in each of the following subcategories – at least one course must include laboratory activity)
B-1 Physical Sciences (3-4 units):
- ART 208
- BIOL 343
- BIOL 433
- CHEM 130
- CHEM 230
- CHEM 343
- CHEM 430
- ECON 130
- ECON 230
- ECON 343
- MATH 230
- MATH 343
- MATH 430
- MATH 443

B-2 Life Sciences (3-4 units):
- ANTH 130
- ART 330
- BIOL 130
- BIOL 230
- BIOL 330
- BIOL 430
- CHEM 130
- CHEM 230
- CHEM 330
- CHEM 430
- MATH 130
- MATH 230
- MATH 330
- MATH 430
- PHYS 130
- PHYS 230

B-3 Mathematics – Mathematics and Applications (3-4 units):
- BIOL 230
- BIOL 330
- BIOL 430
- CHEM 130
- CHEM 230
- CHEM 330
- CHEM 430
- MATH 130
- MATH 230
- MATH 330
- MATH 430
- PHYS 130
- PHYS 230

B-4 Computers and Information Technology (3-4 units):
- BIOL 330
- BIOL 430
- CHEM 330
- CHEM 430
- MATH 130
- MATH 230
- MATH 330
- MATH 430
- PHYS 130
- PHYS 230

Category C: Fine Arts, Literature, Language and Cultures (12 units)
C-1 Art (select one course)
- ART 100
- ART 102
- ART 110
- ART 111
- ART 112
- ART 208
- ART 330
- ART 331
- ART 332
- ART 334

C-2 Literature (select one course)
- ART 130
- ART 132
- ART 133
- ART 134
- ART 135
- ART 136
- ART 137
- ART 138

C-3 Language and Cultures (select one course from each of the following subcategories)
C3-A Language courses (a grade of C or better is required):
- ANTH 102
- ANTH 103
- ANTH 332
- ANTH 333
- ANTH 442
- ANTH 443

C3-B Multicultural courses:
- ART 102
- ART 103
- ART 332
- ART 333
- ART 335
- ENGL 130
- ENGL 132
- ENGL 330
- ENGL 332
- ENGL 333
- ENGL 335
- ENGL 337
- ENGL 338
- ENGL 339
- ENGL 340
- ENGL 341
- ENGL 343

Category D: Social Perspectives (12 units)
(A minimum of three courses – each in a different discipline)
ANTH:
- ANTH 102
- ANTH 103
- ANTH 330
- ANTH 332
- ANTH 333
- ANTH 442

ART:
- ART 330
- ART 332
- ART 334
- ART 335

BIOL:
- BIOL 331
- BIOL 332
- BIOL 334
- BIOL 432

BUS:
- BUS 334
- BUS 340
- BUS 341
- BUS 434

CHEM:
- CHEM 341
- CHEM 342

COMPU:
- COMP 447

ECON:
- ECON 110
- ECON 111
- ECON 330
- ECON 340
- ECON 434
- ECON 435

EDUC:
- EDUC 130
- EDUC 330
- EDUC 434

ENGL:
- ENGL 334
- ENGL 335
- ENGL 337
- ENGL 338
- ENGL 339
- ENGL 434
- ENGL 435
- ENGL 436

ESRM:
- ESRM 100

HIST:
- HIST 211
- HIST 311
- HIST 431

MATH:
- MATH 331

MUS:
- MUS 330

PSY:
- PSY 100

SPED:
- SPED 330

Category E: Human Psychological and Physiological Perspectives (3 units)
(Select one course from the following selection)
ART 333
- ART 102
- ART 330
- ART 442

BIOL:
- BIOL 331
- BIOL 332
- BIOL 334
- BIOL 432

Bus:
- BUS 334
- BUS 340
- BUS 341
- BUS 434

CHEM:
- CHEM 341
- CHEM 342

COMPU:
- COMP 447

ECON:
- ECON 110
- ECON 111
- ECON 330
- ECON 340
- ECON 434

EDUC:
- EDUC 130
- EDUC 330
- EDUC 434

ENGL:
- ENGL 334
- ENGL 335
- ENGL 337
- ENGL 338
- ENGL 339
- ENGL 434
- ENGL 435

ESRM:
- ESRM 100

HIST:
- HIST 211
- HIST 311
- HIST 431

MATH:
- MATH 331

MUS:
- MUS 330

PSY:
- PSY 100

SPED:
- SPED 330

Nine units of required upper division General Education must be selected from interdisciplinary courses (courses numbered 330-349 & 430-449). A minimum of three semester units must be from a discipline outside the student's major. *Students fully certified with IGETC or CSU general education must complete the 9 units upper CSUCI general education and language and multicultural graduation requirements, as well as all requirements within the major.

9 units upper GE CSUCI

Language Requirement

Multicultural Requirement

Total units (48)

(Includes 9 units upper interdisciplinary general education at CSUCI)
Key Steps to Mapping out the Perfect Schedule

What resources will I need to begin the process?

- Semester Course Schedule
- 2003 University Catalog
- Island Compass Transfer Guide
- Major Requirement Form
- General Education Form

What steps should I follow to map out the perfect schedule?

First determine how many units you would like to enroll in this semester.

- Complete the Staying Afloat Assessment to determine the semester unit load that is right for you (Island Compass, Page 9).

- Although unit load will vary for each student, keep in mind that 12 units is the minimum for full-time students. Taking 15 units per semester is the minimum to graduate in four years. If you are working part-time, full time or have heavy family responsibilities, you will need to take all of these factors into consideration before signing up for classes.

Next complete an assessment of the general education and major requirements that you have completed to date.

- Determine how many General Education courses you have remaining to graduate. If you are fully certified you will not need to complete any additional lower division general education requirements. Full certification means that you have completed the appropriate General Education requirements for transfer to the CSU from an accredited community college. Certification can be completed with either the Transfer to CSU or Intersegmental GE Transfer Curriculum (IGETC). Full CSU certification completes lower division General Education, however, students will still need to complete upper division interdisciplinary General Education and certain graduation requirements.

- Determine if lower division major courses have been completed. Use the articulation charts from community colleges to determine equivalencies. Use your major advisement form to indicate completion of equivalent courses. For courses that have not been articulated with community colleges or four-year institutions, it will be necessary to complete course substitution forms. You will have time to complete these during your first semester. Professional advisors in the Advising Center will help you begin the course substitution process.

- Carefully look over the major advisement form for the complete list of all required courses. Some of your required major courses may have very specific prerequisites or corequisites. Be sure to check the University Catalog course descriptions for any prerequisites.

Consider a balance of courses that will offer variation in types of classes and offer you a good mix of general education, major and elective courses. Are they realistic with time available for classes and time to study?
As a transfer student, what courses should I take my first semester? After you have completed the educational assessment, and determined a unit load that is right for you, the following are possible suggestions for transfer students:

**Are you missing any lower division major courses?** Review the major advisement form carefully. Not completing lower major coursework, may keep you from enrolling in upper division courses in the future. Map out a plan for completing these lower division courses. Many of the lower division major courses are offered at Channel Islands. If they are not offered in a particular semester at CI that works for you, consider taking them during the summer at a community college.

**Are you missing any general education courses?** Many courses in the major also meet general education courses. Be sure to check the major advisement form comment column. General education content areas, as well as prerequisites, are listed.

**Choose an upper division major course (300-400 level).** Make sure that you have the prerequisites for your course selections. The University Catalog is a good source for this information, as well as the major advisement form.

**Choose an upper division interdisciplinary general education course.** All students need to take 9 units of upper division general education courses at CSUCI. All majors at CSUCI include upper division interdisciplinary courses. You are allowed to double-count up to two upper division interdisciplinary general education courses within your major. Therefore, with careful planning, you will only need to choose one upper division interdisciplinary course outside your major.

**If not completed prior to transfer, enroll in a multicultural or foreign language course required for graduation.** Look for double counting opportunities such as the upper division interdisciplinary multicultural course which may count as the third upper division GE outside your major. Consequently, one course counts in more than one content area. This is just one example. Discuss with your advisor more tips on double counting that would be appropriate for your major.

**Choose an upper division (300-400) elective.**

Using the catalog, schedule of classes, and advisement forms as resources, start putting together some tentative courses. List several choices on the Course Interest List on the next page.

Next, using the schedule of classes, select courses that meet your interests and time constraints. Plot them on the weekly planner (Island Compass, Page 10).

Once you are satisfied with your schedule, complete the registration worksheet (Island Compass, Page 11) and bring it with you to Island View Orientation. Advisors will be available during Island View Orientation to discuss your course selections and to finalize your schedule.

Now that I have mapped out the courses for my first semester at CSU Channel Islands, how will I register for classes?

Registration will take place at Island View Orientation. After you have selected your courses, you will register via the web in a registration lab classroom. There will be detailed instructions available in the lab to explain the process. Channel Islands staff will also be on hand during Island View Orientation to help you with the registration process.
Before You Set Sail on Your Educational Journey, 
Map Out a Course that is Right for You!

When planning your schedule, consider the following factors:

- Balance your life and work commitments (complete Staying Afloat Assessment on the next page)
- Balance your academic schedule (Is there a good mix of general education, major classes, electives, etc?)
- What is the rationale for each course that I have selected? (Know the reasons for selecting each course - complete the chart below)
- Content and style of course (Is the course in lecture format or will it include labs?)
- Prerequisites for courses (Have I met the prerequisites for the course or is the course a prerequisite for a future course?)
- Time in class – (How often does the class meet?)

In the chart below list several courses that you might be interested in taking this semester. For each course selected, consider the rationale for each course. Some courses will clearly be required for general education or your major. Other choices might be exploratory or are classes to test your abilities. List several possibilities.

<table>
<thead>
<tr>
<th>Dept Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Major</th>
<th>General Education</th>
<th>Exploratory course</th>
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</table>
Staying Afloat Assessment: Balancing Your Life and School Commitments

Handling the multiple demands and opportunities of college life is challenging for most students. Many factors will need to be taken into consideration. There is no one standing over you to make sure that you do everything on time. However, that is also what makes the college experience such a wonderful opportunity. You control the realities of student life! The planners in this guide are designed to assist you with making a realistic assessment of time spent on campus, as well as time spent outside the classroom. Considerable time will be spent studying. A good rule of thumb to consider is, for each class you take, plan on two hours outside of class studying.

### Staying Afloat Assessment

(Routine Activities) Weekdays Weekends Total hours per week

<table>
<thead>
<tr>
<th>Activity</th>
<th>Weekdays</th>
<th>Weekends</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Sleep per night</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
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<tr>
<td>Work per week</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
</tr>
<tr>
<td>Meals (include preparation)</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
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<tr>
<td>Exercise</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
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<tr>
<td>Socializing (friends, family)</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
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<tr>
<td>Hobbies or sports activities</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
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<tr>
<td>Watching TV</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
<td>=</td>
</tr>
<tr>
<td>Housekeeping activities (laundry, cleaning)</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
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<tr>
<td>Getting to and from social activities and work</td>
<td>_____ x 5</td>
<td>_____ x 2</td>
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</tbody>
</table>

**Total hours per week of routine activities = _______ Hours per week**

### College Commitment

<table>
<thead>
<tr>
<th>Activity</th>
<th>Calculation</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units to take this semester</td>
<td>________ x 1</td>
<td>= _______ (Classroom Time)</td>
</tr>
<tr>
<td>Hours of study time</td>
<td>_____ units x 2</td>
<td>= _______ (Study Time)</td>
</tr>
<tr>
<td>Getting to and from classes</td>
<td>_____ x _____ days</td>
<td>= _______ (Travel Time)</td>
</tr>
</tbody>
</table>

**Total hours of Routine Activities (from chart above)**

**Total hours per week of classroom time**

**Total Hours per week study time**

**Total Hours travel time to and from school**

**TOTALS**

Strive to achieve a balance of classes consistent with the demands on your time and your personal life. There are 168 hours in a week. How realistic is your plan? Do you need to make any adjustments?
Weekly Planner for Your Semester Journey

Plot your course on the Weekly Planner below. Mark off the following:

- Time that you will be in class (include labs)
- Time you are at work
- Time that you have committed to family and volunteer activities
- Time that you have committed to social or recreational activities
- Time for necessary activities such as meals, travel, exercise, etc.

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<thead>
<tr>
<th>Hour</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
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To determine how realistic your time frame is, complete the Staying Afloat Assessment and the Weekly Planner. Remember successful students consistently plan and take effective actions!
**Registration Worksheet**

- Using your Weekly Planner, mark off the hours you do not have available for classes (work, volunteer work, family obligations, etc.).
- Complete your educational assessment (Key Steps for Mapping Out the Perfect Schedule - Island View Compass Guide, Pages 6-7).
- Use the worksheet below to map out some possible classes that you would like to take this semester.
- Bring this worksheet with you to Island View Orientation.

<table>
<thead>
<tr>
<th>Dept</th>
<th>Course #</th>
<th>Class #</th>
<th>Units</th>
<th>Course Title</th>
<th>Requirement Met</th>
<th>Times / Days</th>
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<tbody>
<tr>
<td>Art</td>
<td>333</td>
<td>0000</td>
<td>3</td>
<td>History of Southern California Chicana/o Art</td>
<td>C3B (GE) Upper Division INT</td>
<td>Monday 7:00 – 9:50 p.m.</td>
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**EXAMPLE**

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<thead>
<tr>
<th>Dept</th>
<th>Course #</th>
<th>Class #</th>
<th>Units</th>
<th>Course Title</th>
<th>Requirement Met</th>
<th>Times / Days</th>
</tr>
</thead>
</table>

**Total units I would like to take:** [Blank]

**Possible alternative selections if above courses are not available:**

<table>
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<tr>
<th>Dept</th>
<th>Course #</th>
<th>Class #</th>
<th>Units</th>
<th>Course Title</th>
<th>Requirement Met</th>
<th>Times / Days</th>
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</table>
Transferring College/University Course Work

A. How many units can I transfer from my community college?
You are allowed to transfer a maximum of 70 semester units.

B. What if I have more than 70 transferable units?
The additional units may still be applied as subject credit to meet GE and major requirements, but they won’t count towards the total number of units needed to graduate.

C. How can I find out which of my transfer courses will satisfy CSUCI GE or Major requirements?
Once CSUCI Admissions & Records receives final transcripts from all of the institutions you attended, they will produce an Academic Advising Report Summary. Your first computerized report will show what GE requirements you have met. The report will also list classes you have taken that may meet major and elective requirements. Major course placement of previous coursework will be determined by your program faculty advisor and the program coordinator for your major. A substitution form will need to be completed in order to receive final approval for major courses that have not been articulated.

D. Do I need my Advising Report before choosing classes for my first semester?
Not necessarily, there are several areas you can choose classes from:
1. Lower Division major or GE offered at CSUCI (refer to schedule)
2. Upper Division GE (See Question H below)
3. Upper Division classes in your major for which you have satisfied prerequisites
4. Elective classes

E. What if there is a discrepancy on my Advising Report?
Normally, if something is missing on your Advising Report, it means we do not yet have a final transcript from your community college. If there is some other kind of discrepancy you can submit an ‘Advising Report Review Request’ at the Admissions & Records Information Counter and your report will be reviewed.

F. What is GE certification?
GE Certification means you have completed an acceptable pattern of courses at your California community college that CSUCI will accept to meet all or some of your lower division GE requirements. The two acceptable GE plans are either the CSU Transfer Plan or the IGETC.

G. What if I didn’t finish the entire Transfer Plan?
You may be partially certified for individual GE sections under the CSU Transfer Plan, but the IGETC plan requires completion of the entire plan for certification.

H. How do I find out if I am GE certified?
Contact your California community college; look on your community college transcript or your Advising Report. You may be fully or partially certified. If you are fully certified, all of your lower division general education requirements have been met. If you are partially certified some, not all, of your CSUCI GE requirements have been satisfied.

I. I am fully GE certified from my community college. Do I need to complete any additional GE Classes at CSUCI?
Yes! You must complete 9 units of GE in residence at CSUCI; these nine units must be Interdisciplinary Upper Division GE (GE classes numbered 330-349 or 430-449).