FRAMINGHAM STATE UNIVERSITY

2023-2024

Transfer Student

Academic Advising Guide

The Role of Advising for Students and Academic Advisors

Advising is often equated with course registration twice a year, but there can be a lot more to this relationship than just obtaining a registration PIN. The advisor is one more person who can serve as a mentor and help you know your options in and out of the classroom. Here is a list of expectations and benefits for advisee and advisor.

Students are expected to:

- Keep up with their university email as it is the official way we keep students informed.

- Know who their academic advisor is. Check the information box at the top of the Degree Audit on myFramingham for the advisor's name and office location. The advisor information is also listed under "Network" in Starfish. (NOTE: For entering transfer students, department chairs serve as advisors in the summer until early fall when students are assigned an advisor.) The Advising Center suggests students meet with their advisor early to introduce themselves, explain their major and minor interests, and get to know the advisor informally. Ask about how the advisor chose their major and their profession; how did they get where they are today? The answer might surprise you.

- Learn about majors and minors through campus resources including FSU websites and the Advising Center in O'Connor Hall 111. Visit us at www.framingham.edu/advising

- Schedule appointments on Starfish or by email and come as prepared as possible. When meeting during advising/registration time, review these resources on myFramingham: the Degree Audit, the Student Schedule Planner, the course catalog, and the Advising Center and major department websites. Most of all, bring your questions!

- Adhere to FSU deadlines and important dates, and ask instructors and advisors for help. Advisors, the Registrar's Office and the Advising Center email timely information on a regular basis.

Academic Advisors are expected to:

- Be accessible and tell students their preferred method of contact (such as Starfish, Zoom, e-mail or phone).

- Be a responsive listener, and help students map out a timely plan toward graduation.

- Assist students in exploring interests, goals and abilities, and discuss with them potential majors, minors and careers.

- Know University policies and, if they do not know the answer, refer students to resources on campus.

- Maintain confidentiality and understand the Family Educational Rights and Privacy Act (FERPA).

- Approve student schedules for the next semester and share the registration PIN.

Ultimately, the advisor advises, but students make the final decisions.

The big picture

A Framingham State University degree is comprised of three parts: Domain General Education requirements, major courses and free, or "open," electives.

Minimum number of FSU courses (or course equivalents) required to graduate	32
Domain General Education courses	10 - **11** (outside your major); could include major related
Major courses required	10 - 24 (depending upon major)
Free, or "open" electives	0 - 12 (depending upon major)

Domain General Education ("Gen. Ed.") courses

All students need a minimum of 32 FSU courses to graduate. Since most FSU courses carry four hours of credit, this is the equivalent of 128 credit hours. However, we express your progress in terms of FSU course credits, not credit hours. Therefore, after we establish the amount of transfer credit we have accepted, we address your progress as having earned, for instance, "10 of the 32 FSU courses you will need to graduate."

Of those 32 courses, 10 or **11** must be General Education courses, depending upon the major. The Domain General Education Program at Framingham State University is designed to broaden knowledge and to expose you to a wide range of analytical styles. General Education courses may complement what you learn in your major courses; lead to declaring a minor (since Gen Ed courses may also count toward a minor); or simply stimulate interest in areas you might otherwise have overlooked. Competence in these key areas is an integral part of being an intellectually mature person.

A list of courses satisfying Domain General Education requirements may be found here in the General Education section of the University catalog. In addition, the Degree Audit on myFramingham includes hyperlinks to all courses in each general education category.

Domain General Education (continued)

All students must satisfy Domain General Education requirements in 10* courses, depending upon the major. Typically, this requires one course in each category below, except for natural sciences:

COMMON CORE: A. ENWR 110 Composition 2
                        B. MATH XXX Mathematics Course

DOMAIN I: A. Creative Arts

                        B. Humanities

                        C. Language

DOMAIN II: A. Analysis, Modeling, Problem Solving
                        B. Natural Sciences *(two courses; one must be a lab science,*
                        and both courses must be from
                        two different subject areas)

DOMAIN III: A. Perspectives on the Past

                        B. Perspectives on the Contemporary World

                        C. Global Competency, Ethical Reasoning, Human Diversity

* Except for the Liberal Studies general major, which requires 11 Domain General Education courses, all majors have one subdomain that will be fulfilled through completion of the major, leaving ten Domain General Education courses to complete.

NOTE: Students who have completed the Mass Transfer General Education Foundation have completed the Domain General Education FSU requirements.

General Education tips

Select General Education courses from outside your major.

Domain General Education courses must be taken from departments outside your major. For instance, English majors might wish to take ENGL 243, The American Short Story, because it satisfies Domain I, Subdomain B ("I-B Humanities"). However, as students cannot take a Domain General Education course in their major, English majors must choose a I-B Humanities course that is non-English, such as an art history, music, or a philosophy course.

For all majors except Liberal Studies General, one subdomain is "fulfilled through the major."

For example, computer science majors are not required to take a course from Domain II-A, "Analysis, Modeling, Problem Solving." Rather, II-A is fulfilled through the major as computer science majors will be taking several courses in analysis, modeling and problem solving as required of their major. For those majors with a subdomain fulfilled, the online Degree Audit on myFramingham will note the subdomain fulfilled as "Satisfied through Completion of Major."

Some majors require specific Domain General Education courses, or "major related" courses. For instance, the management major requires that its majors take STAT 107, Business Statistics, to satisfy math in the common core. In this case, management students fulfill a Domain General Education category (2-A) and a requirement for their major through completion of that one specified course.

Courses to fulfill a minor may be drawn from both Domain Gen. Ed. courses and from free electives. For instance, if a student has taken SOCI 101, Introduction to Sociology, to satisfy Domain III. B and SOCI 220, Sport in Society, to satisfy Domain III-C, that student has completed two courses toward the sociology minor. Remember, however, that this would not apply if one were a sociology major.

If **you change your major, Domain General Education categories that you had satisfied previously may become unfulfilled again.**

Remember that the Degree Audit on myFramingham is a dynamic document that may change as you make changes to your major status. Please monitor your audit and contact the Advising Center at advising@framingham.edu with questions!

Frequently Asked Questions (and answers)

What kinds of classes are required in addition to Domain General Education courses?

Students must complete 10-24 major courses, depending on their major. Major requirements are listed in the University catalog; major and minor worksheets are available from the Advising Center in O'Connor Hall 111 or online here

What are free or "open" electives?

Free electives are chosen from any courses offered by the University; they may be used to help fulfill a minor or to position a student in the job market, or simply to enjoy. Students will take anywhere from zero to eleven free electives depending upon their major.

Does the University require world language competency?

Yes. Students are required to take a world language course or to prove competency in another way. Additional information about foreign language coursework appears later in this booklet.

Frequently Asked Questions (and answers) continued:

Are placement tests required for transfer students?

All FSU students must complete courses in writing and math to fulfill the common core requirements. Course level is determined primarily by high school GPA, but that is just one factor. We also review college transcripts, military courses (if applicable), standardized test scores (if submitted), declared major, and any credits already earned to determine course placement. If you have not completed these requirements, you may be asked to take placement testing to gain additional information that is helpful in determining which courses are most appropriate based on your level of skills and knowledge. We will notify you via e-mail if you need to test in math and/or writing. We also offer placement testing/assessment for students who have experience with a language other than English and need to fulfill the Domain 1-C requirement.

Please ask your advisor or send an e-mail to placement@framingham.edu for more information.

What are residency requirements?

Students must complete at least <u>eight</u> credit-bearing FSU courses. Of these, students must complete a minimum of <u>five</u> credit-bearing courses offered by their major department. If students want to complete a minor, at least <u>three</u> courses must be completed at FSU. If students want to be eligible for graduation honors, they must have completed at least 16 courses at FSU.

What is the maximum number of courses I can enroll in each semester?

The normal course workload for each semester for full-time students is four (4) FSU course credits. The maximum academic load for each semester for full-time students is five (5) FSU course credits, which includes courses taken in Continuing Education as well as off-campus. Requirements for taking a fifth course-credit are:

a) an overall GPA greater than or equal to 2.70;
b) successful completion of at least 16 course-credits;
c) at least one semester of four (4) course-credits completed for students who transferred 16 or more course credits;
d) completion of three of the four (4) previous semesters with four (4) course-credits.

Students must complete the 5th Course Request form located on the website of the Office of the University Registrar.

Who is responsible for ensuring that I take the correct courses?

Ultimately, you are. Many resources abound to assist you in charting your progress. Chief among them is the personalized Degree Audit on myFramingham. In addition, your faculty advisor will help you select courses and answer questions about academics. The advisor also can offer strategies to maximize your academic success. The Advising Center academic advisors are available to all students. Finally, the undergraduate catalog is a vital source of information that details academic policies and requirements. You are responsible for knowing its contents. Take some time to become familiar with the undergraduate catalog.

Reading the Degree Audit ("DegreeWorks") on myFramingham

The Degree Audit on myFramingham is your progress report toward your degree. The audit details the courses FSU has accepted from your previous institution(s) and how those courses fit in the FSU curriculum. It also illustrates remaining requirements and helps you participate actively in understanding degree requirements. *Please review the video link below for a greater understanding of the Degree Audit.*

https://framingham.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=4effd1a8-17fe-4cdc-a00d-ae8301186084

How Transfer Courses Are Evaluated

1. Transfer courses are evaluated by the Registrar's Office. Generally, FSU will accept credit-bearing courses of a C- or better.
2. To graduate from FSU, students must complete 32 FSU course-credits. To determine how many FSU course-credits transfer students begin with, FSU evaluates all courses and divides by 4. For instance, in the sample below, the student transferred in 19 credit hours from the previous institution.
3. Divided by 4—FSU courses are equivalent to 4 credit hours based on time spent in the classroom-- the student begins with 4.75 of the 32 FSU course-credits needed to graduate from FSU. Remaining to complete are 27.25 course-credits as noted in the sample below. Because we tally completed FSU course-credits (versus credit hours), from here on in, we will tally student progress in terms of courses completed toward the 32 needed to graduate.
4. Finally, courses that appear as transferring into the University as major courses may have to be reviewed for approval by the chair of your major department here at FSU. Some students may confer with the major department chair to determine which transfer courses will substitute for FSU major requirements. Any questions about how transfer credits have been applied should be directed to registrarsoffice@framingham.edu .

Total towards the minimum of 32 Course Credits   INCOMPLETE

Credits required: 32   Credits applied: 4.75   Catalog year: 2022-2023   GPA: 0.00

Unmet conditions for this set of requirements: 27.25 Course-Credits needed

	Course	Title	Grade	Credits	Term
○ Overall Degree Requirements					
○ Students MUST complete a minimum of 32 course credits	COMM 107	Intro Public Speaking	TR	0.75	Summer 2022
	Satisfied by:	COMM210 - Intro Public Speaking - Roger Williams University			
	CSCI 120	Intro to Computer Science I	TR	1	Summer 2022
	Satisfied by:	COMS110 - Intro to Computer Science I - Roger Williams University			
	ENGL 2TR	Critical Wtng for Professions	TR	0.75	Summer 2022
	Satisfied by:	WTNG220 - Critical Wtng for Professions - Roger Williams University			
	MATH 123	College Algebra	TR	0.75	Summer 2022
	Satisfied by:	MATH117 - College Algebra - Roger Williams University			
	POSC 1TR	Challenges of Democracy	TR	0.75	Summer 2022
	Satisfied by:	CORE102 - Challenges of Democracy - Roger Williams University			
	PSYC 1TR	Human Behavior in Perspect	TR	0.75	Summer 2022
	Satisfied by:	CORE103 - Human Behavior in Perspect - Roger Williams University			
	Still needed:	Please note that all students are required to complete a minimum of 32 course credits. This audit block displays all credit-bearing courses, including open/free electives that being counted towards the overall degree requirements. You are completing 4.75 and need 27.25 more.			

Five ways to fulfill the World Languages General Education, Domain 1-C

All FSU students must satisfy the Domain I-C language requirement. This can be accomplished in one of the following ways:

- o   Complete one semester of a World Language course (please see your degree audit or the undergraduate catalog for options).

- o   Transfer in a college-level language course.

- o   Submit a passing Advanced Placement, International Baccalaureate, or CLEP score for a language.

- o   Earn a qualifying score on a language placement test. FSU currently offers standardized testing in Chinese, French, and Spanish.*

- o   For students fluent in a language other than Chinese, French or Spanish, please contact the department chair of World Languages, Dr. Luce Aubry, at laubry@framingham.edu for an assessment.

Students who qualify for a waiver under either of these conditions must then take a course under Domain I-A, I-B, or I-C to complete general education requirements. Your academic advisor can help you with this or you can contact the Advising Center at advising@framingham.edu or placement@framingham.edu.

Bachelor's Degrees available at Framingham State University

Bachelor of Arts

American Sign Language

Art History

Child and Family Studies

Communication Arts

Criminology

Economics

English

Environment, Social Justice and Sustainability

Geospatial & Data Analysis

Global Studies

History

Liberal Studies

Political Science

Psychology

Sociology

Spanish

Studio Art

World Languages

Bachelor of Science

Accounting

Biochemistry

Biology

Business and Information Technology

Chemistry

Child and Family Studies

Computer Science

Earth System Science

Environmental Science and Policy

Fashion Design and Retailing

Finance

Food and Nutrition

Food Science

Health and Wellness

Hospitality and Tourism Management

International Business

Management

Marketing

Mathematics

Nursing (available only to those who are registered nurses)

Sports Management

Bachelor of Science in Education

Early Childhood Education

Elementary Education

Add a minor to your major: 2023-2024

Adding a minor, typically consisting of a minimum of five courses, allows students to complement their major, explore new areas of interest and enhance their marketability.

To fulfill the requirements of a minor, students must complete a minimum of three FSU course credits in the minor department. Below is a list of minors offered at Framingham State University. Details about minor requirements may be found in the undergraduate catalog.

Accounting

American Studies

Apparel Design

Art History

Artificial Intelligence

Black Studies

Chemistry

Children's and Young Adult Literature

Communication Arts

Criminology

Digital Humanities

Earth System Science

Education

English

Entrepreneurship

Fashion Studies

Film Studies

Food Science

Gender Studies

Geographic Information Science

Graphic Design

History

Information Systems

International Business

Journalism

Law and Politics

Mathematics

Media Culture and Society

Museum Studies

Neuroscience

Philosophy

Physics

Portuguese

Psychology

Science Communication

Social Studies

Statistics

World Languages and Linguistics

American Sign Language

Anthropology

Art

Biology

Biochemistry

Business

Child and Family Studies

Computer Science

Data Science and Analytics

Diversity Studies

Economics

Enterprise Systems

Environmental Studies and Social Justice

Fashion Merchandising

Film Production

Finance

Geography

Health and Wellness

Hospitality and Tourism Management

Information Technology

Irish Studies

Latin American, Caribbean, and United State s Latino Studies

Marketing

Mathematics for Elementary Education

Middle School Education Music

Photography

Political Science

Professional Writing

Public Health

Nutrition

Sales

Secondary Education

Sociology

Spanish

Sports Management

STEM

Sustainable Food Systems

Theatre

Writing

Indispensable advice for the transfer student

- Check your FSU email account regularly. FSU email is the official correspondence the university uses to share important information.

- For most, college is equivalent to a full-time job. Therefore, we recommend working no more than 20-25 hours part-time if you are enrolled in four courses. If you must work longer hours, seriously consider reducing your course load from four to three courses. Plan a realistic path to success.

- Your ability to manage your time wisely and productively is a leading predictor of success.

- Even though you have attended another community college, college or university, you are new to Framingham State University. Familiarize yourself with our faculty, staff and students, campus resources and events -all the things that make us unique and beneficial to you.

- Attend all classes. Your attention, your good notes, your level of participation and your commitment to the class will help determine your earned grade and the quality of your learning.

- Get to know one faculty member each semester. Students who take the time to know a professor-and allow the professor to know them-will have a meaningful, rich college experience. Many faculty members are interesting people who have ideas and experiences that will expand your own. Faculty also will write important letters of recommendation, but they must know you well to write well of you.

- Read syllabi distributed in each course. Know the course requirements and attendance policies and note exam and paper due dates and plan your work to meet them.

- Reinforce class material by forming study groups and exchanging contact information with classmates.

- Take advantage of University services such as the Center for Academic Success and Achievement (CASA). CASA offers academic strategy peer tutoring (ASPT), peer-led supplemental instruction (SI) in many subjects, as well information and services for academic accommodations.

- Take our advice above and you will certainly join these hard-working folks below! Here at FSU, many people are available to help you succeed.

Academic Advising

Stop by the Advising Center in O'Connor Hall Room 111 to make an appointment with one of our professional academic advisors; call 508-626-4540; or email us at advising@framingham.edu. We are also available via Starfish.

The Advising Center website features many links to assist students. Visit the Advising Center website at: https://www.framingham.edu/academics/advising/index .

The undergraduate catalog is the essential guide for all students. Students are bound by the catalog under which they are admitted for the requirements for the student's major program of study. Catalogs are online at: https://www.framingham.edu/academics/catalogs/index .

Career Development

Bring your questions about career paths, internships and what you can "do" with a major or minor to the office of Career Development. Learn more by calling the office at 508-626-4615 or email them at careerdevelopment@framingham.edu.

Explore interests, careers and FSU programs at https://www.framingham.edu/academics/programs/index .

Placement Testing and Orientation

Review the site at https://www.framingham.edu/academics/advising/placement-testing/ , call 508-626-4510 or get in touch by email at placement@framingham.edu.

Orientation questions may be answered by orientation@framingham.edu.