FSU | DIVISION OF UNDERGRADUATE STUDIES

2027 | SPRING

IT'S ALL ACADEMIC

AN ACADEMIC GUIDE TO FLORIDA STATE UNIVERSITY

TRANSFER EDITION

Introduction

It's All Academic

Universities are dedicated to the study and creation of new knowledge. By joining Florida State University, you have also chosen to become a member of this knowledge process, and we welcome you to our research and learning community!

This handbook is titled "It's All Academic" because it is your first exposure to academic policies and procedures and will serve as a guide for navigating undergraduate academic policies and resources during your time at FSU.

This book is available online from the Division of Undergraduate Studies:
undergrad.fsu.edu/academic-information/its-all-academic.

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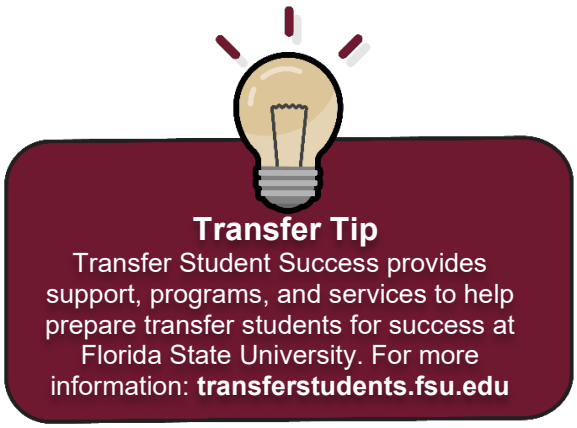
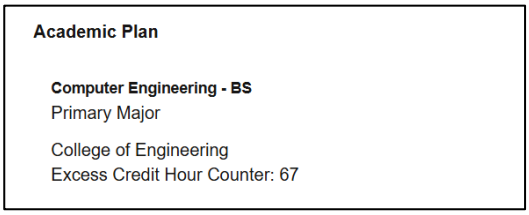
Academic Resources



Academic Dean's Office

FSU is composed of 17 colleges. The head of a college is called a dean. Your Academic Dean's Office is a place to go for information about academic requirements. You can identify information on your degree program by going to the Academics tab of the **my.fsu.edu** portal. In the My Academic Profile section, click on the My Degree tab to view information on your major and the college of the major:



Your Academic Dean's Office is a resource for information and guidance regarding:

- Course overload/underload.
- Dropping or adding a course.
- Removal or clarification of registration holds.
- Withdrawing from a semester.
- Illness and other situations affecting academic performance.
- Completing a college graduation check.

For upper division students, the dean of your college is your Academic Dean, and the contact information for each college may be found through the links available at **advising.fsu.edu/deans-offices**.

Undergraduate Studies is the dean's office for most students with less than 52 hours (except for students admitted into music, motion picture, or a BFA program). Students admitted into the College of Music, the College of Motion Picture Arts, or a BFA program in the College of Fine Arts should contact those Dean's Offices directly.

Academic Advising

You will work with one or more academic advisor(s) in your major to help identify courses you should take throughout your degree program and help guide your progress toward graduation. Academic advisors are also key resources on campus and can connect you with other valuable resources that are available to support your academic achievement, campus engagement, and career development goals. It is highly recommended to set aside time to consult with an academic advisor early and often in your academic career, but definitely prior to your registration window each semester.

Academic advising sites vary on procedures for walk-in and scheduling appointments, so it is recommended to be clear on your department's procedures. You want to be prepared when registration begins with a carefully developed plan that includes first and second choices and alternate time options. The contact information for your advisor(s) is located in the **Track Progress tab in Stellic** or using **Advisor Search**: **undergrad1.its.fsu.edu/advisors/advisor-display.php**.

Students interested in a **pre-med or pre-law track** can visit the link below for additional information: **undergrad.fsu.edu/academic-information/prelaw-and-premedpre-health**.

Students in special programs such as CARE, ROTC, Athletics, and the Honors Program may be required to meet with advisors in these programs in addition to meeting with the major advisor. Veterans should consult with the Student Veterans Center to ensure all certification requirements are being met.

Academic Honor Policy

academicintegrity.fsu.edu

Vires, Artes, Mores

Strength, Skill, Character

The teaching, learning, and research at Florida State University is built upon the foundation of responsible freedom, a principle that empowers students, faculty, and staff to pursue knowledge within a community of mutual trust. This responsible freedom is built upon a shared commitment to high ethical standards in all academic endeavors. The

Academic Honor Policy serves as a guide for this commitment, outlining the University's expectations for integrity in student work and providing a framework for resolving alleged violations. By upholding these standards, members of the FSU academic community protect the value of their education and affirm their dedication to honest intellectual inquiry. For detailed procedures and a full statement of rights and responsibilities please visit: **academicintegrity.fsu.edu**.

Instructor Responsibilities

Instructors are responsible for reinforcing the importance of the Academic Honor Policy in their courses and providing clear, specific expectations for all potential violation areas across their assignments. To maintain the integrity of the academic environment, instructors must ensure that students' due process rights are upheld by following the procedures outlined in the Academic Honor Policy. When a violation is suspected, instructors should seek guidance from their supervising faculty or department chair. In the event of a suspected violation, the instructor should share and discuss the evidence of academic dishonesty with the student in a setting that is as private and confidential as possible and outline all resolution options available to the student under the Policy.

Student Responsibilities

Students are expected to uphold the spirit of *Vires, Artes, Mores* found in the Florida State University seal, recognizing that their time at FSU is a journey of developing not only their strength and skill, but also their character. While the pursuit of knowledge in their chosen field is very important, it must be matched by a commitment to integrity. The true measure of academic success is the honest demonstration of learned skills. To this end, students should thoroughly read the Academic Honor Policy and follow its requirements, seeking clarification from instructors as needed.

Academic Honor Violations

Examples have been provided for the purpose of illustration and are not intended to be all-inclusive. All charges include attempting to commit the alleged violation. Failed violation attempts will be construed as similar to completed violations in determining charges and sanctions.

PLAGIARISM. Presenting the work of another as one's own (i.e., without proper acknowledgement of the source). Typical examples include: Using another's work from print, web, or other sources without acknowledging the source; quoting from a source without citation; using facts, figures, graphs, charts or information without acknowledgement of the source; utilizing ghostwriting or pay-for-paper services; submitting another's work through online thesaurus software.

CHEATING. Improper access to or use of any information or material that is not specifically condoned by the instructor for use in the academic exercise. Typical examples include: Copying from another student's work or receiving unauthorized assistance during a quiz, test or examination; using books, notes or other devices (e.g., calculators, cell phones, or computers) when these are not authorized; procuring without authorization a copy of or information about an examination before the scheduled exercise; unauthorized collaboration on exams. This includes unauthorized actions taken on any social media platform.

UNAUTHORIZED GROUP WORK. Unauthorized collaborating. Typical examples include: Working with another person or persons on any activity that is intended to be individual work, where such collaboration has not been specifically authorized by the instructor. This includes unauthorized actions taken on any social media platform.

FABRICATION, FALSIFICATION, AND MISREPRESENTATION. Unauthorized altering or inventing of any information or citation that affects grades given for academic work or attendance. Typical examples include: Inventing or counterfeiting data or information; falsely citing the source of information; altering the record of or reporting false information about practicum or clinical experiences; altering grade reports or other academic records; submitting a false excuse for a class absence or tardiness in a scheduled academic exercise; lying to an instructor to increase a grade.

MULTIPLE SUBMISSIONS. Submitting the same academic work (including oral presentations) for credit more than once without instructor permission. It is each instructor's responsibility to make expectations regarding whether students may incorporate existing work into new assignments clear in writing. Typical examples include: Submitting the same paper for credit in two courses without instructor permission; making minor revisions in a credited paper or report (including oral presentations) and submitting it again as if it were new work.

ABUSE OF ACADEMIC MATERIALS. Intentionally damaging, destroying, stealing, or making inaccessible library or other academic resource material. Typical examples include: Stealing or destroying library or reference materials needed for common academic purposes; hiding resource materials so others may not use them; destroying computer programs or files needed in academic work; stealing, altering, or intentionally damaging another student's notes or laboratory experiments. (This refers only to abuse as related to an academic issue.)

COMPLICITY IN ACADEMIC DISHONESTY. Intentionally helping another commit an act of academic dishonesty. Typical examples include: Knowingly allowing another to copy from one's paper during an examination or test; distributing test questions or substantive information about the material to be tested before a scheduled exercise; deliberately furnishing false information.

Student Ombuds Office

studentombuds.fsu.edu

The Student Ombuds Office serves FSU's undergraduate and graduate students by offering a safe place to seek counsel, obtain resources, and ask questions about university-related matters. Students may visit the Student Ombuds Office before, during, or after navigating a formal university process or policy.

The Student Ombuds Office staff are impartial and independent professionals who assist FSU students with resolving university-related matters through an informal and confidential exploration of options. While the Student Ombuds Office may offer guidance, the Student Ombuds Office cannot advocate on behalf of students or override the authority of FSU faculty, staff, or leadership.

The Student Ombuds Office welcomes all FSU students at any stage of their university journey. Student concerns are important to us, and the Student Ombuds Office is here to help students find the best path forward. Appointments are encouraged, but all visitors are welcome. Students may contact **studentombuds@fsu.edu** or call 850-644-4475 to schedule an appointment.

Honor Societies

honorsocieties.fsu.edu

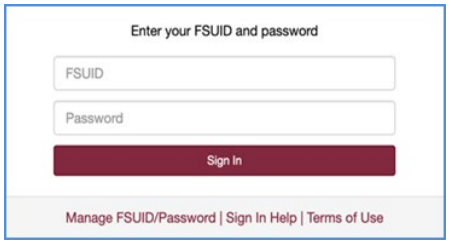
The Florida State University sponsors chapters of many academic honor societies, some University-wide, and some specific to individual disciplines. These societies recognize students who have excelled academically, and in some cases, provide opportunities for service to the University and community.

Students who are contacted about honor societies regarding membership should first find out whether the society is officially recognized by Florida State University. The list of recognized societies is located at **honorsocieties.fsu.edu**.

myFSU Portal – my.fsu.edu

The myFSU Portal serves as a personal gateway to the links, tools, and resources you need to be successful at Florida State University. From this central location, you can manage your FSU account and use the quick links to jump to frequently used websites and apps like Student Central, Canvas, Stellic, Campus Connect, and your FSU email.

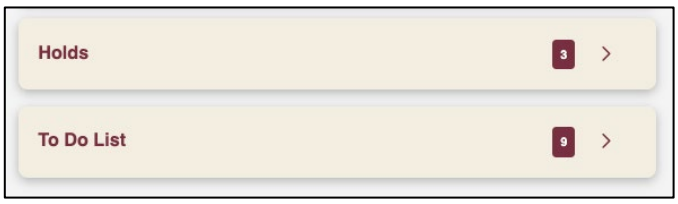
Sign-in to myFSU for secure access to your student account. Your FSUID is the first part of your FSU email address. The password is the one you selected when you activated your FSUID as part of the admissions process. If you do forget your password, you can select the "Manage FSUID/Password" link to answer security questions and update your password.



DO NOT share your myFSU login credentials with anyone, including family. Sharing your login information will allow another person to access your FSU email and your Canvas course sites where you submit assignments and complete exams. Sharing your login may bring into question who is writing your papers or taking your exams. This may trigger an academic integrity investigation.

FSU uses a 2-factor authentication (2FA) as an extra layer of security designed to prevent unauthorized access to your personal information. You will be automatically prompted to enroll or manage devices for multi- step verification when you try to access a protected page. For additional information on multi-step verification and instructions on how to register a device, go to Information Technology Services: **its.fsu.edu/services/2fa**.

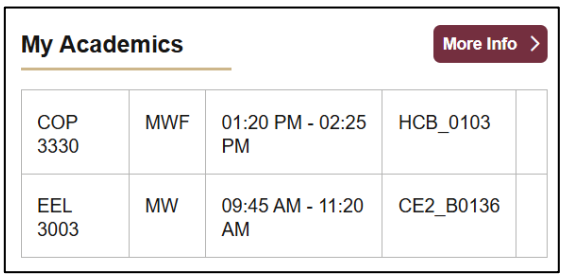
The Portal landing page has tabs across the top where you can find information and resources related to your student information, academics, finances, campus events, and more. The **Academics** tab is where you will go to see your academic profile and find links to register for classes and view your enrolled courses.



Holds and To Do List items show any outstanding documentation or administrative actions that need immediate attention. Some tasks, if uncompleted, may block your ability to register and may block your access to academic information.

Types of tasks include:

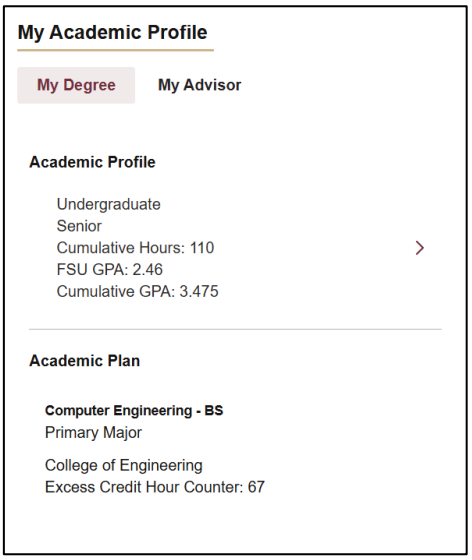
- "Holds" will prevent you from registering for classes and may also block access to your academic data. Instructions about how to have a Hold removed will appear in the description beneath the Hold and will remain there until the task is completed. Holds will begin appearing in the third week of classes each semester and remain until you accomplish the tasks outlined in the Hold description.
- "To Do's" prompt you to complete various tasks but do not block your ability to register for courses or access your academic data. Examples include confirming your emergency contact information or confirming your financial aid information.
- "Actions" notifications will ask you to perform a simple task. Like To Do's, an Action task will not block your ability to register or access academic information.
- "Notes" are reminders of past actions which impact your ability to do certain tasks such as dropping a course. Notes do not block your ability to register for classes.



My Academics will display summary information about your courses once you have registered for classes.

For a more detailed view of your academic information and to find additional links for registration, click the **Academics** tab in the banner at the top of the page.

My Academic Profile section of the Academics tab displays a summary of your current academic status.

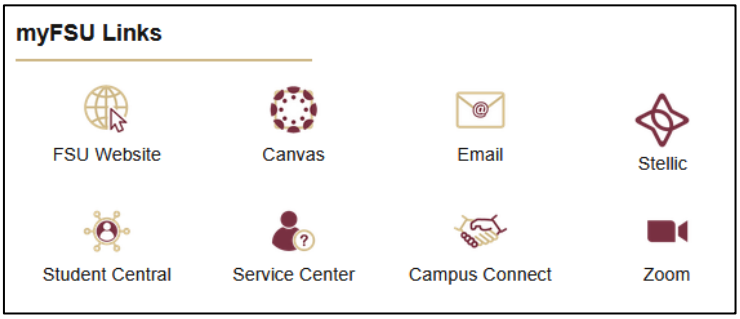


The **My Degree** tab includes the following:

- **Academic Profile** provides information about your class level, total credit hours earned, and your FSU and Cumulative overall GPAs.
- **Academic Plan** displays your current major as well as information regarding your Excess Credit Counter.

You may also see the contact information for your academic advisor by selecting the **My Advisor** tab.

My FSU Links includes shortcuts to applications and FSU sub-systems that you will use during your time as a student.



Canvas: This is the FSU Learning Management System. Many of your course communications, assignments, discussions, and assessments will be conducted through Canvas. Selecting the icon will bring you to your Canvas dashboard where you will see your current courses. Selecting “All Courses” will show all past courses. There is also a Canvas 101 tutorial.

Email: Your **@fsu.edu** email address is the official way the university will communicate with you. Check your FSU email daily for important information from your instructors, advisers, and other university offices. *Always use your FSU email when communicating with FSU faculty, staff, or offices.*

Campus Connect: Students use Campus Connect to schedule advising or tutoring appointments as well as access reports or notes from advising meetings. Once in the platform, advising and tutoring appointments can be scheduled by clicking the blue “Schedule Advising or Tutoring” button at the top right side of the home screen. You may receive emails sent through this system which will have the words “campus connect” as part of the address. Students can select from three different types of appointments:

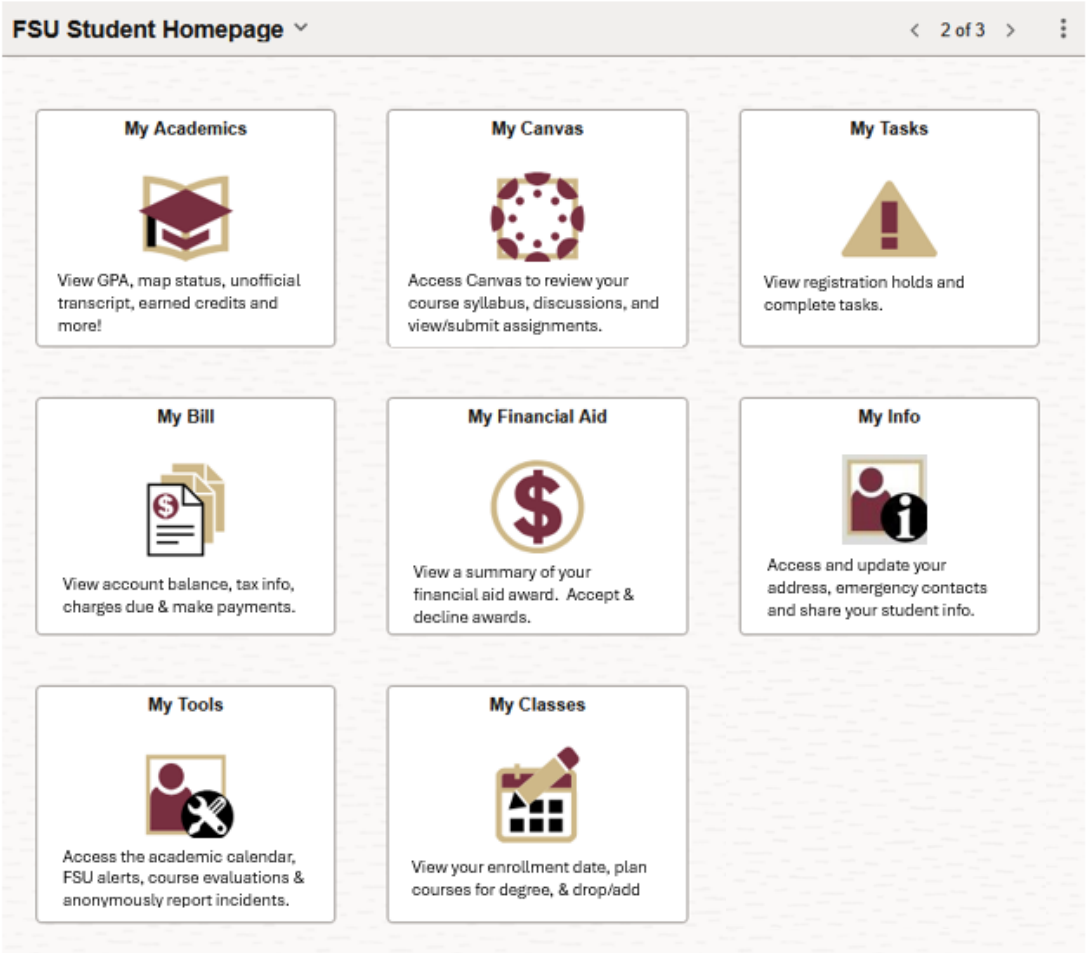
- Advising: Use this option to meet with your academic department or college advising office. If you are interested in learning about another academic program, select “Learn about another Major/Minor”. Please note that not all advising offices are using Campus Connect at this time. Be sure to check with your academic advisor about procedures for setting up appointments in your department or college.
- Special Programs: Use this option to schedule an appointment with a non-academic advising support office.
- Tutoring/Study Rooms: Use this option to schedule tutoring appointments or to reserve a study room.

Visit the Campus Connect FAQ link located in your Campus Connect profile for more information.

Zoom: Zoom is a web-conference tool that is used for virtual class discussions, in addition to online meetings you may have with your professors, advisors, and other University administrators. Information on Zoom for students is available online at **support.canvas.fsu.edu/kb/article/1451-zoom-overview/#students**.

Stellic: Stellic is an academic planning tool used for tracking your degree requirements, building a term-by-term academic plan, and registering for courses. More information on Stellic is covered in the sections of this book on **Track and Plan Degree Requirements** and **Enrolling in Classes**.

Student Central: Student Central provides more detailed access to your information and the places where you need to conduct your business as an FSU student. Selecting this icon in the portal will take you to your Student Central Homepage:



You will notice some of the functions, such as My Canvas and My Tasks, duplicate what you see in your my.fsu.edu portal. Others may look similar but have extended capability within Student Central:

My Academics includes: **Summary** where you can view GPAs, Map Status, Earned Hours, and Excess Credit information; **Academic Records** where you can view your grades, access your unofficial transcript, request an official transcript, and request verification of your enrollment; **Advising Tools** where you can applications for tracking degree requirements and creating a semester-by-semester plan to graduation, search for adviser contact information, and research other majors; and **Graduation** where you will apply for graduation.

My Classes includes: Enrollment Dates and course registration tools where undergraduates will search for classes, enroll, and conduct drop/add activities. Other tabs in the tile are designed only for use by graduate students.

Student Directory Information, Right to Privacy, and Delegated Access

You may choose at any time to hide all of the data considered student directory information by completing the "Request to Prevent Release or Publication of Directory Information" form at: **registrar.fsu.edu/forms**.

Student Directory Information includes*:* Name; date and place of birth; local address; permanent address; telephone number; classification; major; participation in official University activities and sports; dates of attendance; degrees; honors and awards received; most recently attended educational institution; and digitized FSUCard photo.

Students must not share their FSU login with anyone. Students may allow different people to view a sub-set of their academic and financial records, which FSU calls "Delegated Access". You may initiate the process by going to the "My Info" section of Student Central and selecting the "Share My Information" link. You may allow family to view the following: Make a Payment, View Class Schedule, View Grades, View Unofficial Transcript, View Holds, and Tax Information. **You must complete the Share My Information page for family members to have access to the above information.**

Getting Started on Degree Requirements

Structure of Degree Requirements

The bachelor's degree consists of multiple requirements. Not all degrees will include all of the following components, and some programs may allow a course to satisfy requirements in more than one component. All students will have an online degree audit in the system to see how the courses you have taken meet various degree requirements. To learn more about FSU's Undergraduate Academic Degree Programs, visit **Majors and Maps: academic-guide.fsu.edu**.

CoreFSU

core.fsu.edu

CoreFSU is Florida State University's modern approach to liberal studies. It is a framework that helps students make sense of their collegiate career. Through CoreFSU, students learn to communicate, reason, analyze, and engage.

The CoreFSU curriculum consists of 36 hours of **General Education** coursework (including **Statewide Core Requirements**) and a series of University-Wide **Graduation Requirements**.

A list of courses that satisfy the Statewide Core, General Education, and Graduation Requirements may be found on the *Find a CoreFSU Course* page of the CoreFSU website: **core.fsu.edu/find-corefsu-course**.

Statewide Core Requirements
The Statewide Core is a standardized General Education curriculum required of all college students in the state of Florida. Students must take one Core course from each of the following five areas: English Composition (3 hours); Humanities and Cultural Practice (3 hours); Natural Sciences (3 hours); Quantitative and Logical Thinking (3 hours), and Social Sciences/History (3 hours). These 15 hours are included in the 36-hour FSU General Education requirements defined in the next section.

General Education
General Education requirements must be completed by every student graduating from FSU. *How* a student meets General Education requirements and *when* they meet the requirements will be different for each student, depending on the major and personal interests.

- **English Composition**: These courses help students to become critical readers and clear, creative, and convincing communicators. **Six hours. Students must earn a "C-" or higher.**
- **History:** These courses help students become critical analyzers of theories and evidence about historical events and forces. **Three hours.**
- **Humanities and Cultural Practice:** These courses help students become thoughtful patrons of and participants in cultural practices. **Six hours.**
- **Natural Sciences:** These courses help students become critical appraisers of theories and the facts that support them. **Six hours.**
- **Quantitative and Logical Thinking:** These courses help students to become critical analyzers of quantitative and logical problems. **Six hours. Students must earn a "C-" or higher.**
- **Social Sciences:** These courses help students become critical analyzers of theories and evidence about social forces and social experience. **Three hours.**
- **Six additional General Education hours** must be completed.

Students must earn a minimum of "C-" or higher in all coursework in Quantitative and Logical Thinking and English Composition. Courses taken on a Satisfactory/Unsatisfactory (S/U) basis will not count toward a General Education requirement. Students must earn a minimum of 2.0 GPA average in the *36 hours of required Statewide Core and General Education coursework*.

Notes on English Composition: Students must complete (or be exempted from with credit) at least six hours in English Composition. All students shall complete the required English Composition courses by the time they have **attempted 30 hours**, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.) or must show an appropriate exemption, as approved by the Faculty Senate, from six hours of composition courses.

Notes on Quantitative & Logical Thinking: Speak with your academic advisor for the specific Quantitative and Logical Thinking course sequence for your major. Students must complete (or be exempted from with credit) at least six credit hours in Quantitative and Logical Thinking. Three of those credit hours must be taken from the Department of Mathematics (courses with a course prefix of either MAC or MGF). Students must complete their first Quantitative and Logical Thinking course by the time they have **attempted 30 hours**, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.). Students must complete or be registered for their second Quantitative and Logical Thinking course by the time they have **attempted 40 hours**. All six hours of

the Quantitative and Logical Thinking requirement should be completed by the time the student earns 52 degree hours.

Note for students transferring with an Articulated AA degree or a Bachelor's Degree: Students entering FSU with an Associate of Arts degree from a Florida Public Institution (articulated AA) or a Bachelor's Degree from any institution have satisfied the Statewide Core and General Education requirements by the AA/BA degree. Check your My Academic Requirements page in Student Central to verify that your AA or BA degree has been posted.

University-Wide Graduation Requirements

In addition to General Education Requirements, all students must complete the following University-Wide Graduation Requirements as part of the *CoreFSU* curriculum:

- **Civic Literacy:** The State of Florida mandates that all students must demonstrate competence in Civic Literacy. Visit **core.fsu.edu/advisors-and-students/civic-literacy-requirement** for the most recent guidance on meeting the Civic Literacy requirement.
- **Digital Literacy:** Digital Literacy courses prepare students to critically understand and use digital resources and technologies in personal, professional, and societal contexts. All undergraduates at Florida State University must complete at least one course designated as meeting the Digital Literacy Requirement. Students should check with their major department to identify the course(s) designated by the department as satisfying Digital Literacy in the major. **A grade of "C-" or higher is required.**
- **Exploring the Human Experience:** As an FSU student, it is expected that by learning about cultures around the world, you will develop a broader base of knowledge for understanding yourself and the world around you. These courses help prepare students to participate in broader society. There are many Exploring the Human Experience courses that also meet major requirements. Some majors, such as business and engineering, prefer students to meet this requirement through General Education courses. **Students satisfy this requirement by completing two Exploring the Human Experience courses.** These courses must be taken on a letter grade (not S/U) basis. **A grade of "C-" or higher must be earned.**
- **Ethics:** These courses help students become ethically engaged citizens and logical thinkers. **A grade of "C-" or higher is required.**
- **Formative Experiences (FE)** engage students in applied learning through "hands-on" experiences outside of the classroom in which they explore issues in a field. Examples of FE include faculty-supervised creative or artistic works; studying abroad; participating in faculty-supervised research; participating in a faculty-supervised internship or service work; or by completing Honors in the Major thesis credit. **Students must complete one FE. A grade of "C-" or higher must be earned (or an "S" for FE if taken on an "S/U" basis).** An additional SIP course may be substituted for the FE. Students may also complete a FE through the Career Center's Experience Recognition Program (ERP).
- **Natural Sciences Laboratory:** Students must **complete at least one credit hour of a Natural Sciences Laboratory course**. Students may complete the laboratory requirement either as a separate laboratory course (designated with the course suffix "L") or as a combined lecture/lab class (designated with the course suffix "C"). **A grade of "C-" or higher is required.**
- **Oral Communication Competency:** Students are required to learn and demonstrate competency in oral communication through public speaking activities. These courses are designed to provide thorough instruction and ample opportunities for practice that help students become flexible, proficient, and professional oral communicators. Through these courses, students master the kinds of spoken communication that are appropriate for their academic major and future leadership roles. **Students must complete one approved Oral Communication Competency course with a grade of "C-" or higher.**
- **Scholarship in Practice (SIP)** courses provide students with the opportunity to apply scholarship to produce an original analysis, project, or creative work that reflects a body of knowledge relevant to the course. **Students must complete one Scholarship in Practice course. A grade of "C-" or higher must be earned.**
- **Upper-Division Writing:** Skills in professional writing for specific tasks or contexts is critical to the long-term success of all FSU graduates. In addition to the hours required for English Composition and "W" State-Mandated Writing described above, **all students must complete one approved Upper-Division Writing course. A grade of "C-" or higher is required.**
- **"W" State-Mandated Writing and E-Series Courses:** These courses help students become clearer, creative, and convincing written communicators. Beyond the coursework required for English Composition, students must complete six additional hours of coursework that require college-level writing. Students commonly satisfy this requirement by completing State-Mandated Writing courses that are designated with a "**W**". **6 hours. A grade of "C-" or higher is required** for courses taken for the writing requirement.

Additional University-Wide Requirements

FSU requires that all students also satisfy the following University-wide Requirements:

- **FSU Residency:** Student's final 30 hours must be completed in residence at FSU.
- **Summer Enrollment (Summer Residency):** Students who have entered a university in the State of Florida with fewer than 60 hours of credit are required to earn at least nine hours by attendance in one or more summer terms at one of the State University System institutions. If completing the summer enrollment hours will be a hardship, you may request a waiver of this requirement by submitting a petition to your graduating Dean's Office. Waiver petitions may be submitted electronically in the **My Tasks** tile of myFSU Student Central at the time you reach 80 hours or more and should be submitted prior to applying for graduation. Please see your Academic Dean's Office with questions.
- **Upper-Division Courses:** Students must earn a minimum of 45 hours of 3000/4000 level coursework. Of these 45 hours, at least 30 must be earned at FSU. Only 15 hours of 3000/4000 level coursework from another institution may be used toward this requirement.
- **Total Hours:** A typical undergraduate degree program requires 120 *unduplicated* credit hours. Select programs may require more. To find the number of hours required for your degree, visit **Majors and Maps – academic-guide.fsu.edu**. Students must complete the minimum number of hours required for the degree to graduate.

Students entering FSU after having earned a Bachelor's degree or higher only have to satisfy the following requirements for an additional degree:

(1) the college and major requirements.

(2) a minimum of 30 credit hours in residence (in addition to the hours required for the first degree).

(3) the State of Florida Civic Literacy requirement.

College Requirements

The college offering your major may also have specific courses that are required for all its students. An example of this is the College of Arts and Sciences' foreign language requirement. You should learn about any College-specific requirements during your academic advising meeting.

Major

This is an academic area in which you plan to take a concentration of courses. The size of a major will vary from as little as 30 hours (approximately 10 courses) to as high as 110 hours.

Specialized Admissions and Limited Enrollment Majors
Some majors at FSU have a selective admission process and have additional entrance criteria beyond the minimum university requirements. These are Specialized Admissions (Limited Access) or Limited Enrollment majors.

Specialized Admissions Majors may require a certain GPA, test score, or completion of a defined set of courses prior to formal admission. Some programs may also require you to submit a departmental application, perform an audition or submit a portfolio for review.

Limited Enrollment Majors may have the same types of admission criteria as a Specialized Admission program but may admit only a specific number of students each year. This may result in some students who meet specialized admissions criteria not being guaranteed admission to the program.

Please refer to the **Academic Program Guide** at **academic-guide.fsu.edu** to determine if a specific major is a Specialized Admission or Limited Enrollment program.

Minor

Not all degree programs require you to complete a minor. However, some not only *require* a minor, but they also *dictate* which minor you must do. Typically, the majors that require more hours either have the minor embedded within the major or do not require a minor at all. A minor can be an important part of an academic program and help prepare you for specific job fields. Consider the minor as an opportunity to develop knowledge and skills that are not a part of the major.

Double Majors, Dual Degrees, and Graduate School

Some students choose to pursue a second major in addition to their primary major (i.e., two majors within one bachelor's degree program). The second major must be formally declared after you earn at least 52 credit hours, but before the end of the semester in which 90 credit hours are earned.

You may also choose to pursue a dual degree (i.e, two bachelor's degrees earned at the same time). Students who pursue a dual degree must complete all of the Major, Minor and College requirements needed for both degree programs. In addition, you must complete at least 30 hours beyond the minimum number of credits required for the first degree. As with a second major, you must formally declare a second degree with your Dean's Office prior to the semester when 90 hours are earned.

A double major or dual degree requires considerable academic planning to avoid an excess credit surcharge. You should investigate the possibility of earning a master's degree instead of pursuing multiple majors and/or degrees. Master's degrees often require the same number of hours as a second major, are not subject to the excess credit surcharge, and are far more impressive to employers and admission committees. Many do not require that students have a bachelor's degree within the same academic discipline. To see a list of master's degree programs, go to **registrar.fsu.edu/bulletin/graduate-bulletin** and select "Academic Departments and Programs".

Foreign Language Through Testing

Many majors require proficiency in a foreign language through the intermediate (2200) level. For example, all Bachelor of Arts (B.A.) degrees and all majors housed in the College of Arts and Sciences require proficiency in a modern or classical language through the intermediate level (2200 or equivalent course). This may require up to 12 hours spread out over 3 semesters if beginning in the first level of a language. However, it could be less for students who already have experience in a language or collegiate credit in a language. The foreign language proficiency requirement may be satisfied through AP, IB, CLEP, Dual Enrollment, placement tests, or course completion. Any student anticipating accelerated credit or transfer credit should check their incoming credit before beginning/continuing the sequence in the same language at FSU.

Students who have experience in **French**, **German**, or **Spanish** (ex. high school class) but no collegiate credit in that language, the Modern Languages and Linguistics department requires a mandatory (no cost) placement test to continue studying the same language at the college level. *No college credit is granted through this test.* The purpose of a placement test is to ensure that students begin their language studies at FSU without repeating material and with as few gaps in their learning as possible. Students who score high enough on the placement exam may be eligible to have their foreign language requirement exempted. Visit our website for more information and how to register: **mll.fsu.edu/undergraduate/undergraduate--advising/language-requirements/exemption-and-placement**.

- Students with experience in **Arabic**, **Chinese**, **Italian**, **Japanese**, **Russian** or **Ukranian** should contact the Modern Languages and Linguistics academic advisor at **mlladvising@fsu.edu** to set up a proficiency/placement exam.
- Students with experience in **Latin** should contact the Classics department to set up a placement exam: **classics.fsu.edu/undergraduate-programs/latin-placement-exam.**
- Students with experience in **Hebrew** (biblical or modern) should contact Dr. Levenson in the Religion department at **dlevenson@fsu.edu** to set up a placement exam.
- If a student has at least intermediate proficiency of a language for which no exam is available, they should contact the Modern Languages and Linguistics academic advisor at **mlladvising@fsu.edu** to set up an alternative means of certifying proficiency in that language.

CLEP exams are only available to students who have <u>not</u> attempted a subject matter at the collegiate level.

Mapping

academic-guide.fsu.edu

Each undergraduate major has developed an Academic Map that provides students with a **Sample Schedule** that illustrates a way to satisfy all requirements in four years. Most important are the **Milestones** identified for each major. Milestones can be courses, specific grades in courses, and/or GPAs that must be achieved by specified points within your college career.

Failure to achieve a Milestone for a given Map Term identifies you as being *off-track (or "off-map")* for your major, places a hold on your registration, and requires you to meet with an advisor. Failure to get back on-track the next semester will result in a hold on your registration that will require you to *change your major.*

You may check your current **Map Term** and **Status** in the Track Progress page of Stellic or in the My Academics section of Student Central. A status of "0" indicates that you are on-track with the Milestones. A status of "1" means you are off-track for the first time. A status of "2" means you have been off-track for two consecutive semesters.

Students seeking to change their major must be on-track with the Milestones of the intended major for the Map Term they are currently at. Students are entitled to a single-term Map Term roll-back (that may be used *only* at the point of changing majors) if it places the student on-track with the new major. Students can use this option only once in their undergraduate career. "Specialized Admission" majors may have additional restrictions. Note: The one-time roll-back may not be used for the purpose of meeting GPA Milestones.

Students seeking to add a second major must be on-track with the Milestones of the intended second major for the Map Term they are at (or minus one, if using the one-time roll-back option) at the point of adding the major. However, the second major will *not* be monitored by Mapping afterwards. Students must have approval from their primary major to add a second major before doing so.

Track and Plan Degree Requirements

stellic.fsu.edu

Students at FSU will use the Stellic application to review the requirements for their degree program. Students may access Stellic from within Student Central by going to **My Academics – Advising Tools – Stellic**.

The **Track Progress** tab within Stellic provides an online degree audit of CoreFSU, University-wide and major/college requirements.

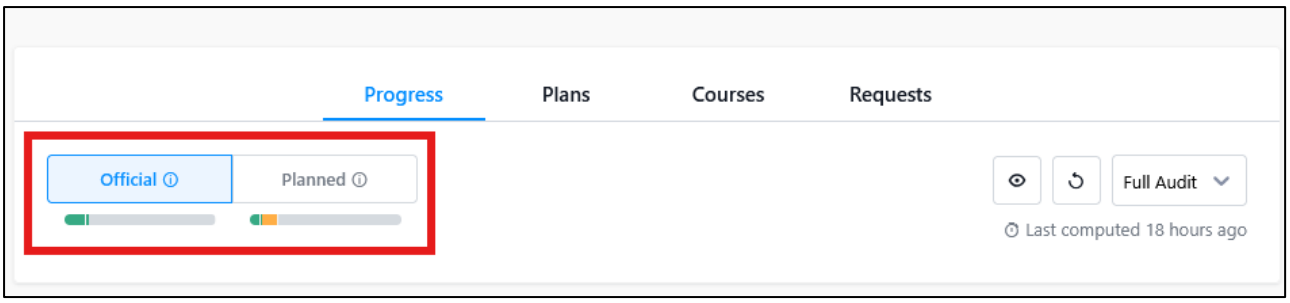
In addition, you may use the **Plan Your Path** feature of Stellic to build out a semester-by-semester plan of courses that meet your degree requirements. You may plan from your first term and all the way through to graduation. You may also use the planner in Stellic to unofficially declare and view the requirements for alternative majors or programs you are considering.

NOTE: All program/plan changes you make in Stellic are unofficial. To officially change majors or declare other programs, you must meet with an advisor for that program and have the change entered in Student Central.

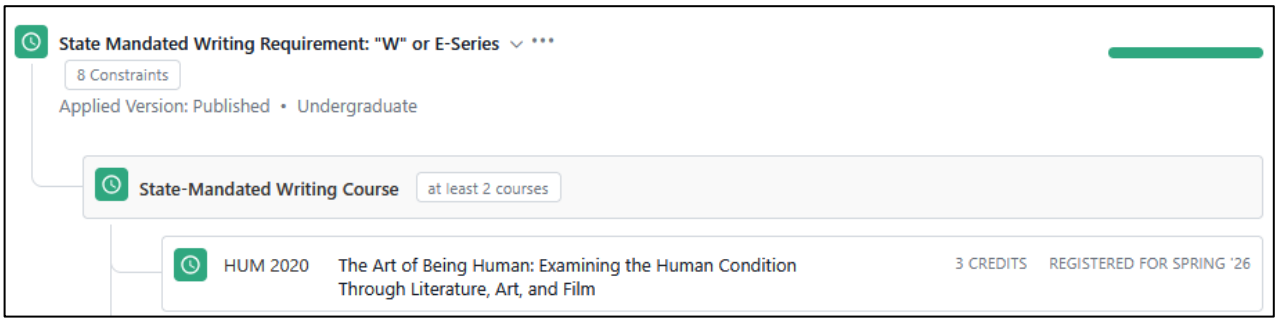
To assist with reviewing and planning degree requirements, Stellic provides two different views of the degree audit that you can use:

- The **official** version includes only those courses you have completed/registered for and majors or other programs that you have officially declared.
- The **planned** version includes courses planned for future terms as well as any programs you have unofficially declared in Stellic.

Select the **Official** or **Planned** buttons in the Track Progress page to toggle between the two audit versions.



Here is an example of how a standard requirement will appear on the audit:



Color-coded icons within the audit will display will indicate the status of each requirement:

- A **green checkbox** indicates the requirement has been completed, and you can view details about the courses that satisfied the requirements and their grades.
- A **green clock** icon indicates you are registered for that course in the current semester.
- An **orange checkbox** indicates the course/requirement is in your plan for the current or future semester.
- An **orange calendar** icon indicates you are registered for the course in an upcoming future semester.
- A **red square** means the requirement still needs to be completed.

IMPORTANT NOTES

- **The status of in-progress or remaining requirements in your degree audit may be different depending on whether you are viewing the official version or the planned version of the audit. To view the status of requirements based on your currently declared programs and enrolled (not planned) courses, use the Official version.**
- **Not all of your accelerated credit or dual enrollment credit may be received and/or posted at the time you attend Orientation. The status of some requirements may change after all incoming credit has been posted.**
- **The degree audit in Stellic is not an official graduation check. At the time you reach 90 credit hours, you will need to request an official academic progress check from the college of your major.**

Stellic will be available to new students at the start of Orientation. Contact your advisor with any questions you may have about the requirements within your degree audit.

Planning Your First Semester Schedule

Course Loads

Fall and Spring – Take 15: A normal fall or spring semester schedule includes 15-16 hours. You must be enrolled in a minimum of 12 hours in fall and spring semesters to be considered a full-time student. FSU students who take 15 hours have higher term GPAs and are more likely to graduate on time in comparison to students who just take 12 hours. While we want our students to be engaged in many aspects of the FSU experience, we also want to remind them that their academic engagement is the most important commitment they can make to achieve their future goals and, therefore, we recommend a course load of 15-16 hours.

Summer: Summer terms are slightly different. A six-week term load should be limited to 6 or 7 hours (half a normal load for half a term). Your financial aid may have higher requirements for academic progress than what is expected of the general FSU undergraduate population. Make sure you are aware of all enrollment and progress requirements for your specific financial aid package.

It is important to note that BALANCE IS KEY. Many transfer students work while in college. However, even if you may have been able to work 30-40 hours per week while attending classes full-time at your previous institution, that may not be a viable option moving forward. Higher expectations at a Research I institution and greater demands on your time as you progress into your major coursework may require you to reassess what is feasible. Speak with your advisor about your work and family commitments as you are planning your class schedule.

The difficulty of a schedule has more to do with the *nature of the courses taken* rather than the *number of hours*. The level of a course does not always indicate the degree of difficulty. A 1000-level course is not necessarily less challenging than a 3000-level. How much you can handle in a semester is one of the most difficult decisions facing both a student and the advisor. Your advisor will work with you to make the best decision for this first semester.

You can find a sample schedule for your major on the Academic Map by visiting the **Majors and Maps site** at **academic-guide.fsu.edu** and clicking the link for "Academic Map" for your major.

Evaluation of Transfer Credit for Degree Requirements

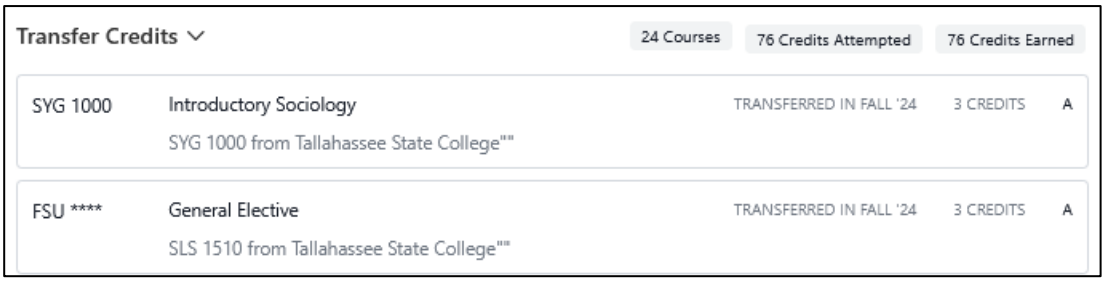
Transfer and dual enrollment credit you may be bringing into FSU from another institution will be evaluated by the appropriate office to determine if those credits equate to courses that count for credit toward General Education, Graduation, and/or College/Major requirements.

The Office of Undergraduate Studies evaluates transfer credits as they may apply to the following requirements: Statewide Core, General Education, State-Mandated Writing, and Civic Literacy. This evaluation is automatic for all transfer students who do not have an articulated AA degree or a Bachelor's degree.

Your Academic Dean's Office evaluates transfer credits as they may apply to the following requirements: Scholarly and Formative Experiences, Exploring the Human Experience, Upper Division Writing, Oral Communication Competency, Digital Literacy, Ethics and Natural Sciences Laboratory.

The department of your major evaluates transfer credits as they may apply to your major requirements. You must request these evaluations from your dean and major department.

You may review how your transfer courses have been equated in Stellic by going to the **Track Progress** page and then selecting the **Courses** tab. For each course, you will see the FSU equivalent prefix, number and title at the top, and the original course prefix and number and the institution where you took the course at the bottom.



It is important to note that all of your transfer credit may not be received and/or posted at the time you attend Orientation. Be sure that you request final transcripts from all previous institutions attended so all of your transfer credit is received and posted.

Excess Credit Surcharge

registrar.fsu.edu/records/excess-hours

The legislature for the State of Florida has passed a law limiting the number of hours you can take at the regular in-state and out-of-state tuition rates. You will be allowed a certain percentage above the hours required by your degree program. For students entering FSU in 2026-2027, the percentage is 120%. For a typical degree of 120 hours, students will be allowed 144 hours at normal tuition rates after which an additional fee will be assessed per credit hour. Acceleration and dual enrollment credit does not count towards this maximum, but all FSU courses that are failed, dropped, or withdrawn from after the drop/add period will count toward the excess hours total. Courses that were failed, dropped, or withdrawn from another institution may be removed from your excess credit hour counter. If those hours have not been removed, please contact the Office of the Registrar. You will be able to monitor your Excess Hours Counter in the **My Academics** section of Student Central.

Federal Student Aid Course Eligibility

financialaid.fsu.edu

Federal Student Aid may be awarded only for courses that count toward a student's degree requirements. If you are receiving Federal Student Aid, it is important that you work with your advisor each semester to ensure that the courses you are enrolled in meet the requirements of your degree. For additional information on Federal Student Aid requirements and eligibility, contact the **Office of Financial Aid** through the contact information on their website.

Enrolling in Classes

Enrollment Dates and Policies

- Each student is assigned an Enrollment Appointment based on their earned credit hours (not including the current term). Check **my.fsu.edu** to view your Enrollment Appointment and plan to register that day.
- Always check **my.fsu.edu** portal to see if you have any holds that will keep you from registering. Do this at least two weeks prior to your Enrollment Appointment to give you time to clear the holds.
- You should aim to meet with your academic advisor a week or two before your Enrollment Appointment.
- Confirm your major is correct so you will be able to register for classes required for that major.
- Once you register, you may continue to access the system and modify your schedule for the remainder of the enrollment period. Registration DOES close. Visit the FSU Academic Calendar for important dates and deadlines on **my.fsu.edu** in the Academics drop-down box in My FSU Links.
- The beginning of the semester includes a Drop/Add period that lasts until 11:59 pm on the fourth day of classes.
- You are not required to pay for courses dropped prior to the end of Drop/Add. You must pay all course fees for classes that are on your schedule after 11:59 pm on the fourth day of classes.
- You must enroll in a minimum of 12 hours in a fall or spring semester to be considered a full-time student, but you are encouraged to "Take 15".

Registration Holds

Students can have registration stopped for different reasons, including:

- Student Finance (A1500 University Center) may hold registration if you owe money to the University or if you are delinquent on your student loans.
- A dean may hold registration if specific requirements have not been met. Undergraduate Studies will hold registration for not enrolling in Quantitative and Logical Thinking courses and English Composition at the appropriate times.
- Registration will be held if you are off-track in your major by failing to reach required Map Milestones. Some deans hold registration if you have not met with your advisor.
- The Health and Wellness Center may hold registration if you have not completed the required immunization documentation.
- The Admissions Office may hold registration if it has not received final transcript(s) or official test scores.

Mandatory First Day Attendance

FSU has mandatory first day attendance, which means ALL courses require students to attend the first day of class. Failure to attend will result in students being removed from the class roster. You must contact the professor prior to class if you are unable to attend the first day*. If you miss a class, you must verify that the course has been dropped or risk being dropped at a later date and charged for the course. It is the student's responsibility to verify that all classes have been dropped and all fees adjusted.*

Dropping, Adding, or Swapping a Class

You may add a class or swap sections on a space available basis through the end of the drop/add period (the fourth day of classes). You will have to pay the fee for any class on your schedule at the end of the fourth day. You may still drop a class until the end of the seventh week of classes *provided* you still have *at least 12 hours left* after dropping the course or you get your academic dean's approval to drop below full-time status. You will be charged tuition fees for any courses dropped after the fourth day of classes. *Students on Bright Futures must return Bright Futures money for all courses dropped after the end of the fourth day.* Please note: courses dropped after the 4th day of class will be counted in the Excess Credit Surcharge counter. The deadline is adjusted for shorter summer terms. You may not drop English Composition, a lower-level math class, or any required preparatory classes unless you have some kind of documentable, extenuating circumstance, in which case you must meet with your academic dean.

A cumulative maximum of two courses may be dropped between the eighth and twelfth week of classes (see academic calendar for dates in summer terms) during the semesters in which you have earned fewer than sixty hours of college credit. Students who have 60 or more earned hours are permitted one late drop. Tuition charges will remain. Approval by your academic dean is required. Courses dropped during this period will appear on your transcript with the notation "W".

Under extraordinary circumstances, you may be allowed to drop a class after the seventh week and/or beyond the limit on late drops with your academic dean's special approval. These circumstances may typically include: documented medical condition that has impeded your ability to meet course requirements, verified family

crises/extraordinary circumstances, or death in the immediate family. You must document that you were passing the course prior to the onset of the situation. Your dean will not allow you to drop a class merely because you have changed your major or because you are not doing well in the class. Medical/mental health course drops that have been recommended for approval by the Health and Wellness Center or Counseling and Psychological Services may include a refund of fees.

Viewing Grades

Grades are available by the Wednesday after the end of finals. Students should view their grades using Student Central. Grades that are shown in Canvas are unofficial.

Calculating the FSU and Combined GPA

A minimum Florida State University (FSU) cumulative grade point average (GPA) of 2.0 ("C") or better is required to remain in good academic standing at FSU. FSU GPA refers to the GPA of courses taken **only** while enrolled at FSU.

Combined Cumulative GPAs
Every student also has a Combined Cumulative GPA, which is calculated using ***all* graded** college-level courses, regardless of where the credit was earned. All courses taken at FSU, college-level courses taken at another institution, and college-level courses taken as dual enrollment courses while in high school count in the Combined GPA. Graduate schools, law schools, medical schools, limited access programs, academic honor societies, and GPA for earning degrees of distinction upon graduation all use the Combined GPA in their decisions.

Academic Standing

The final grades in courses a student has taken at FSU determine academic standing at FSU. **Academic standing is based on only the FSU Cumulative GPA, which is comprised of credits taken only at FSU.** Students who make exceptional grades in at least 12 letter-graded credit hours at the end of the term may be recognized by being on the Dean's List or President's List.

Additional information on Academic Standing and an online GPA calculator may be found at **advising.fsu.edu/undergraduate/academic-standing-gpa-calculator**.

Academic Probation and Dismissal

Any time a student's **FSU Cumulative GPA** falls below 2.0, the student will have a designation of "Academic Probation" placed on their transcript and the student will be placed on academic probation for their next term of enrollment at FSU.

If the student fails to remove the probationary status by the end of the probationary term, the student's academic standing will be reassessed. Students who do not return to good academic standing after a semester on academic probation and who earn a term GPA of less than 2.5 will be dismissed from the university.

Students on academic probation who do not return to good academic standing, but who earn a term GPA of 2.5 or higher at FSU will have their academic standing reflected as "Academic Probation Continued". A student may be on "Academic Probation Continued" for a maximum of two consecutive terms. Students who have not returned to good academic standing after two consecutive semesters of "Academic Probation Continued" status will be dismissed.

Students are dismissed *permanently* unless they do one of the following:

- Freshmen and sophomores can earn an Associate of Arts degree from an accredited Florida post-secondary institution and reapply to FSU. The student should contact Undergraduate Studies prior to attempting this option at a non-Florida institution.
- The dean might reinstate a student for the next term, but only if there is a compelling reason to believe the student's academic performance will improve enough to bring the GPA up to a 2.0 *in one semester*. Students are not eligible for reinstatement after a second dismissal.

Progress Toward Degree

Some majors, most often in the sciences, are not limited access but have criteria for satisfactory progress toward degree. This will typically include a specified GPA in introductory or major courses and/or a limit on the number of low grades in these courses. Many programs restrict the ability to register for higher-level courses until students have completed a defined set of introductory courses. This is also designed to ensure students do not register for a course without the foundation of knowledge required to be successful.

Academic Success Course Mandate

First-Time-In-College students and transfer students with less than 45 credit hours who earn less than a 2.0 in their first semester at FSU or who must repeat a required college-preparatory course will be mandated to enroll in SLS1122, Strategies for Academic Success. Transfer students with 45 credit hours or more who earn less than a 2.0 in their first semester at FSU will be mandated to enroll in SLS 3140, Academic Success Strategies for Transfer Students. These are one-hour graded courses designed to help students develop the needed study skills to return to good academic standing. Students will be administratively enrolled in the appropriate course during the following semester and are responsible for all tuition, fees, and textbook/supplies.

Course Registration Process

stellic.fsu.edu

In addition to providing students with an online degree audit and planner, students will also be able to use Stellic to register for classes. Within the Stellic Scheduler, you may:

- Add courses that you want to take for the semester.
- Add activities into your schedule for work or extra-curricular activities to avoid time conflicts with your classes.
- Generate up to five potential recommended schedule options to choose from.

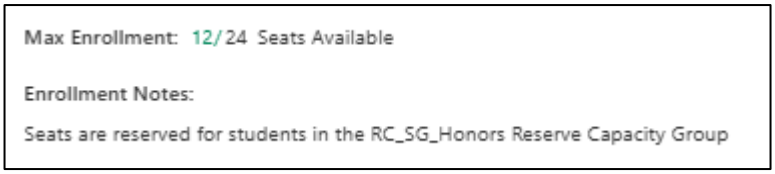
After you have selected your preferred schedule in your Stellic Scheduler, you may proceed with registration. More information on registration is available in the Stellic Course Registration Help Guide of this book. You will also learn more about how to access and use Stellic during Orientation.

Courses with Reserved Capacity

advising.fsu.edu/undergraduate/reserve-capacities

Some class sections may be reserved for certain populations of students, such as upper-division students, certain majors, or students in special programs like Honors, CARE, LLC, or Distance Learning. In some cases, the entire section may be reserved. In others, only some of the seats may be restricted.

When you are registering for classes in **Stellic**, you can see if any sections of a course are reserved by viewing the **Enrollment Notes** field.



If a section indicates seas are reserved for a special program you are not participating in, skip over that one and find an alternative section.

Stellic Course Registration Help Guide

Step 1: Log in to Stellic

- Log into **my.fsu.edu** with your FSUID and password.
- In the **myFSU Link** section, click the icon for **Stellic**. Stellic will open in a new window.
- Click the **Plan your Path** link on the left panel to open your Planner.

Step 2: Add Courses to Plan

- In the Planner, find the term and year you want to plan and click the **+Add** to term button.
- If you have specific classes you need to take, click **Add Course**.
- Add the course subject and number into the search field and click on the course to add it your plan.
- Repeat for all specific courses that you need to register for.
- You may also click the **Search Courses** option to open the **Course Search**. Use the filters provided to search for classes offered in that semester. **Tip:** Click the **Sort Options** button and select **Course Code** to sort the list of courses by subject/number.
- Use the **Semester** filter to find classes offered in certain **sessions** (**semester blocks**) of a term, such as Summer B – 2nd Six Week.
- Use the **Counts For** filter if you need to find courses offered that will count for a specific requirement in your degree audit. Select the requirement category from the drop down, then search for the specific requirement in the **Search for Requirement** box.
- **Tip:** Use the right-side bar to easily navigate between the tabs for your **Remaining Courses**, **Degree Progress**, and the **Course Search** all from within the Planner.

Step 3: Open the Scheduler and select Class Sections

- Click the **Continue to Registration** button at the top of the term in your plan to open the **Scheduler**.
- The **My Courses** panel on the left will have a list of the courses from your plan. Click the link for Select a Section. This will open a list of class sections for the course on the right side of the screen. Each section will be in a separate box. Classes that still have seats available will have the number of seats displayed in green.
- Clicking on a section will display additional information, including building, classroom and delivery mode information.
- Check the **Max Enrollment** information to verify there are still seats available in the section.
- Check the **Enrollment Notes** to see if the class is reserved for a special population or program.
- To select a specific section, click on the **plus sign** for that section. The section number will update in My Courses, and the meeting time will display in the calendar view. If you need to change sections, just click the plus sign beside the new section.
- Continue **with selecting a section** for each of the courses in your plan.
- If you need to add a new course to your plan, just click the **plus sign** in the top right of the My Courses panel to open the **Course Search** within the Scheduler.
- Prior to registering, pay attention to any courses marked as Needing Review.
- **Tip:** If you want the system to select class sections for you, click the **Generate Schedule** button on the top of the screen. Follow the on-screen instructions and the system will make schedule recommendations. You may then review the suggested sections; be sure to check the **Enrollment notes** to make sure a recommended section is not reserved for a special population. If you need to change a section, you may click on a different section of the course to select that one instead.

Step 4: Register

- Click the blue **Start Registration** button. All course sections will appear in the **Registration Cart**.
- Do a final review of your classes in the cart. If there are any you do not want to take, you may uncheck the course or click the Remove button to the right of the section.
- Click **Register Now** to enroll. You will get a confirmation message if registration is successful or an error message if you could not get into certain classes.

More Stellic FAQs & Tutorials: stellic.fsu.edu

Connecting to the FSU Experience

Employers and graduate programs are looking for well-rounded candidates with a variety of experiences. Choose key opportunities in research, career, service, leadership, and culture to balance your excellence in the classroom.

Transfer Tip
Ask questions, meet new people, get involved, and utilize campus resources to ensure a smooth transition to FSU. Consider enrolling in IDS 3003!

***Instagram:* @fsutransferstudents**
***Email:* transferstudentservices@fsu.edu**

Transfer Student Success

transferstudents.fsu.edu

Transfer Student Success (TSS) provides programming, academic support, and advocacy for transfer students at Florida State University. TSS hosts engagement events and workshops to help students get acclimated, give transfer students an opportunity to meet other transfer students, and guide transfer students on how to balance college, work, and life. Be sure to stay up to date with your FSU email to learn more about our events and when we are hosting them!

IDS 3003 – Transfer Connections and Success

This is a variable credit (0-1) course designed for transfer students to take in the first semester at FSU. The course is led by Peer Transfer Leaders and is intended to engage new transfer students with academic, social, and cultural resources on campus and help to build a smaller campus community within the larger research university setting. Students learn how to overcome the challenges that come with change and transition while also becoming familiar with the experiences that allow them to make the most of their time at FSU and prepare for life post-graduation.

Transfer Student Success Coaching

As a student enrolled in IDS 3003 - Transfer Connections and Success you have the option to meet with a Transfer Student Success Coach. This professional staff member is trained to work with you on a biweekly basis to support you during your transition to FSU. Your coach will work with you on establishing goals, working on academic transitional challenges such as study habits, procrastination, and motivation and help you find balance between school, personal wellness, and life experiences. The role of the coach is to be an unbiased, empathetic, support system for you during your highs and lows in your first semester at FSU and to be your one-stop shop of assistance.

Transfer Student Success – Transfer Community Mentors Program

Making social connections is an essential part of college life. The Transfer Community Mentors (TCM) serve as a guide to your transfer experience. Students are matched with TCMs' based on common interests or majors. Transfer Community Mentors also help incoming transfers with campus engagement by attending our *Transfer Student Roundtable Events* and other social activities sponsored by the office of Transfer Student Success.

TRANSFER COMMUNITY MENTORS
Transfer Student Services

Tau Sigma National Honor Society

Tau Sigma National Honor Society is an academic honor society designed to recognize transfer students who are engaged in the classroom and are involved on campus. Students who earn a 3.5 FSU GPA and have completed at least 12 FSU credit hours will be eligible to join this prestigious honor. Tau Sigma offers an opportunity for students to engage in leadership, tailored programming based on your desired career, and connections with fellow academically successful transfer students.

Transfer Student Timeline to Graduation

Timeline	Event/Deadline
Prior to start of first term	• Attend Orientation • Meet with advisor during Orientation and register for classes.
Drop/Add for each term	• Make any final schedule adjustments prior to 11:59pm on the fourth day of classes.
Tenth day of classes each term	• Deadline to pay tuition and fees or make arrangements to pay.
Third week of first term	• Check Transfer Credit Report to verify that all transfer/test credit has been received and posted to your account. • Check your Track Progress tab in Stellic to view remaining degree requirements and plan courses for future semesters.
Mid-semester each term when Registration Guide is published	• View Academic Calendar for upcoming dates and deadlines for next term(s). • Find your enrollment appointment for next term. • Clear Holds and check To-Do's prior to registration. • Use Track Progress tab in Stellic to review degree requirements and adjust planned courses if needed. • Meet with advisor to discuss degree requirements and finalize class schedule for next term. • Enroll in classes as soon as enrollment appointment opens.
End of first 12 months of enrollment	• Deadline to submit Excess Credit Hours Appeal form to request any failed or withdrawn transfer courses be removed from your Excess Credit Counter.
At 90 hours	• Deadline to declare second major or dual degree.
One term prior to graduation	• Request Graduation Check from your Academic Dean's Office.
First two weeks of your last semester	• Submit Graduation Application online in Student Central. • Check Registrar website for cap and gown order information.
End of last semester	• Complete Graduating Senior Survey in last two weeks of the term. • Attend Commencement Ceremony

CoreFSU Advising Sheet

Communicate

English Composition (6 Hours) *^

ENC1101

Grade _____

And

ENC2135

Grade _____

Writing/E-Series (6 Hours) +^

Course _____

Grade _____

Hours _____

Course _____

Grade _____

Hours _____

Upper Division Writing (1 Course) +

_____

Course Grade

Oral Communication Competency (1 Course) +

_____

Course Grade

Reason

Quantitative and Logical Thinking (6 Hours) *^

Choose One: MAC1105, MAC2311, MGF1130, STA2023, or course for which one is a prerequisite.

And

3 hours GE-approved Quant/Logical Thinking (of the 6 total hours for this area, at least 3 must be a course with a MAC or MGF prefix)

_____

Course Grade Hours

_____

Course Grade Hours

Natural Sciences (6 Hours) *^

Choose One: AST1002, BSC1005, BSC2010, BSC2085, CHM1020, CHM1045, ESC1000, EVR1001, GLY2010C, OCE1001, PHY1020, PHY2048, PHY2053, or any course for which one of these is a prerequisite.

And

3 hours of GE-approved Natural Sciences

_____

Course Grade Hours

_____

Course Grade Hours

Natural Science Lab (1 Hour) +^

_____

Course Grade Hours

Ethics (1 course) +^

_____

Course Grade

Analyze

Social Sciences and History (3 Hours Each) *^

Option A: Choose one Social Science core from: ANT2000, ECO2013, POS1041, PSY2012, and any 3 hours of GE-approved History.

Or

Option B: Choose the approved History core AMH2010 or AMH2020 and any 3 hours of GE-approved Social Sciences.

_____

Course Grade Hours

_____

Course Grade Hours

Humanities and Cultural Practices (6 Hours) *^

Option A: Choose one Humanities core from: ARH2000, HUM2020, LIT2000, MUL2010, PHI2010, THE2000.

And

3 hours of GE-approved Humanities

_____

Course Grade Hours

_____

Course Grade Hours

Digital Literacy (1 Course) +

_____

Course Grade Hours

Engage

Scholarship in Practice & Formative Experience +

1 SIP Course Required

1 FE Course Required

_____

Course Grade

Scholarship in Practice & Formative Experience +

_____

Course Grade

Civic Literacy

Choose One: POS1041, AMH 2010, AMH2020, or AMS2010

_____

Course Grade

AND

_____

Assessment Score

Exploring the Human Experience (2 Courses) +

Course _____

Grade _____

Hours _____

Exploring the Human Experience +

Course _____

Grade _____

Hours _____

Additional General Education Hours (6 Hours) *^ (any approved general education course)

_____ _____

Course Grade Hours Course Grade Hours

*An overall 2.0 average or better is required on all coursework used to satisfy the General Education Requirements.

+ All courses must be completed with a C- grade or higher. Some courses may also count within General Education.

^ These categories are satisfied for a student with an articulated AA degree. Additionally, AA students are required to complete either a Scholarship in Practice course or a Formative Experience and one Exploring the Human Experience-designated course.

The online edition of **It's All Academic** is available from the Office of Undergraduate Studies website at **undergrad.fsu.edu/academic-information/its-all-academic**.

Getting Started at FSU

FSU Home Page	**fsu.edu**
University Bulletin	**registrar.fsu.edu/bulletin/undergraduate-bulletin**
University Advising	**advising.fsu.edu**
Advisor Search	**undergrad1.its.fsu.edu/advisors/advisor-display.php**
Academic Calendars	**registrar.fsu.edu/bulletins/calendar**
ITS Student Essentials	**its.fsu.edu/help/it-support/students**

Earning Your Bachelor's Degree

CoreFSU	**core.fsu.edu**
Majors and Maps	**academic-guide.fsu.edu**
Stellic	**stellic.fsu.edu**
Graduation	**registrar.fsu.edu/graduation**

Academic Honor Policy **academicintegrity.fsu.edu**

Academic Standing and GPA Calculator
advising.fsu.edu/undergraduate/academic-standing-gpa-calculator

Textbooks/Class Materials

Follett Access Program	**studentfinance.fsu.edu/how-pay/follett-access-program**
Open Education Resources	**guides.lib.fsu.edu/oer**
Course Evaluations (SPCI)	**odl.fsu.edu/course-evaluations**

Pursuit of Academic Excellence

Academic Center for Excellence (ACE)	**ace.fsu.edu**
Tutoring Services	**tutoring.fsu.edu**
Libraries Learning District	**lib.fsu.edu/teaching-and-learning/tutoring**
Reading Writing Center	**wr.english.fsu.edu/reading-writing-center**
Digital Studio	**wr.english.fsu.edu/digital-studio-home**
University Libraries	**lib.fsu.edu**
Student Support and Transitions	**dsst.fsu.edu**
Office of Accessibility Services	**dsst.fsu.edu/oas**
Proactive Referral and Engagement (PRE)	**ace.fsu.edu/pre**
Career Center	**career.fsu.edu**

Additional Resources and Programs

Transfer Student Success	**transferstudents.fsu.edu**
CARE Program	**care.fsu.edu**
Student Veterans Center	**veterans.fsu.edu**
Undergrad Research Opportunities	**cre.fsu.edu**
University Honors Program	**honors.fsu.edu/admissions**
Honors in the Major	**honors.fsu.edu/honors-major**
Office of National Fellowships	**onf.fsu.edu**
Honor Societies	**honorsocieties.fsu.edu**
International Programs	**international.fsu.edu**

Notes

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THE EXTENDED DOCUMENT

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