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STUDENT ORIENTATION,
ACADEMICS AND RESOURCES

Meet the **ADVISING SERVICES TEAM**



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Academic Advisor



Sierra Ross
Academic Advisor



Sandcha Petrus
Program Assistant



Rachel Bebergal
Student Recruitment &
Retention Specialist

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Introduction of the College

- Florida Atlantic University
• <http://www.fau.edu>
- College of Social Work & Criminal Justice
• <http://sw-cj.fau.edu/>
- Dean Naelys Luna, PhD, MSW
- College of Social Work & Criminal Justice



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Making the Most of your Academic Experience-Network!

- Get to know your Professors
 - They are experts in the field, some have worked in the field and others do research in the field. They are an important resource on your academic journey.
 - Research opportunities: you could work with a professor to do research and get credit for it.
 - Letters of recommendation: if you are thinking about going to graduate school and even for some jobs you will need letters of recommendation from professors. It is important to start building those relationships early.
- Get to know your classmates
 - Classmates may already work in the field and can provide inside knowledge at a peer level.
- Professionalism and Student Responsibilities
 - It is important to check your FAU email often as you will receive communication for the university and your professors that can be time sensitive.

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Making the Most of your Academic Experience-Network!

Professionalism and Student Responsibilities

- The College of Social Work & Criminal Justice is a professional College. Professional behavior is expected of all students, faculty and staff.
- Be aware of and follow all deadlines in classes and the academic calendar. Turn in assignments on-time. Missed deadlines can lead to poor grades or missed opportunities.



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Communications

Only your Professor can give you access to Canvas, contact them if you add a class late or if you do not have access. Access to Canvas courses often happens one-two days prior to the beginning of first day of the course, occasionally the same day.

For technical issues (email, Canvas, logging-in, passwords) call the HelpDesk at
561-297-3999.

Be sure to check your FAU email once a day. FAU will only use your fau.edu address to communicate with you.

Be sure to always read emails from the following:

- SWCJAdvising@fau.edu
- Registrar@fau.edu
- careers@fau.edu



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Career Center

Dawn is the School of Social Work and Criminal Justice's Career Center liaison. She can help you find an internship, get your resume up to date, practice your interview skills, and help you determine your career path, among many other career related services.

Dawn Kesselman
Assistant Director, Career Center

T: (561) 297-3533

E: dfriedman2012@fau.edu

Website: www.fau.edu/career

Schedule an appointment via

Handshake: <https://fau.joinhandshake.com/appointments/new>.



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FAU Grading

- Grading Scale
- Florida Atlantic University has a plus/minus (+/-) grading system. Grades for the undergraduate and graduate courses are reported by the symbols indicated in the following table:

Grade Points per credit:

A	4.00	C	2.00
A-	3.67	C-	1.67
B+	3.33	D+	1.33
B	3.00	D	1.00
B-	2.67	D-	0.67
C+	2.33	F	0.00



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FAU Grading

- Transfer Shock

- Something that may happen to a few transferring students. Students feel lost, overwhelmed, and notice they are not performing academically at their normal standards.

- Solution? “**SEE YOUR ADVISOR**” Advisors can provide a trained ear to listen and suggest strategies to get you back to your normal academic level.

- FAU (Institutional) vs. Cumulative GPA

- Your FAU GPA is used for Academic Standing (Probation, Suspension or Dismissal) and to determine Honors

- Your Cumulative GPA is what is used on a resume, showing your success throughout your college career



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How to make sure you are not repeating a class

- Always check your Degree Audit (DARS) after you have enrolled
- An “RC” will show up next to a class you have completed if you are registered for the same class in your current or future semester

Ex: 1805 EVR2017 0.00 A RC ENVIRONMENT AND SOCIETY
2008 EVR2017 3.00 -- IP ENVIRONMENT AND SOCIETY

- Transfer courses-State of Florida Common Numbering System
- Only applicable to Florida Public Institutions
- The **Prefix** (subject) and **last three** digits are same at all Florida public institutions
- Ex. **SYG2000** – Introduction to Sociology
SYG1000 – Sociological Perspectives

These classes are the same and would be a repeat if you took both. This is why it is important to check your degree audit after registration. Always ask your advisor if you have questions.



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Program Basics

Programs requiring 120 applicable credits:

- Criminal Justice
- Social Work

Both require:

- 45 credits of upper level (3/4000) coursework
- Examples of upper-level courses would include SOW3232 or CCJ4700
- An example of a lower-level course would be ENC1101



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Academic Policies

- Foreign Language Requirements
 - Criminal Justice majors must either:
 - have taken or earned college level foreign language at another college
 - taken the CLEP and have scores sent directly from College Board to FAU
 - take up to the 1121/1150 level of a foreign language at FAU (for instance FRE1121).
 - Social Work majors must submit high school transcripts showing two years of the same language were passed, or if college level courses were taken, the official transcript or test scores.
- Grade Forgiveness
 - Allows students to repeat a course taken at FAU and remove the lowest grade from their GPA (it is NOT removed from your transcript).
 - Students are limited to a total of three Grade Forgiveness's, only two of the three can be at the upper level (courses at the junior/senior level) while at FAU.
 - Submit form to the Registrar. Your advisor can assist you with this or you can submit it on your own.
 - Both attempts must be at FAU. You cannot use a course taken at another institution to forgive a grade earned at FAU or the reverse. Form submitted AFTER the second grade is posted.
- Withdrawal Policy
 - Students are limited to three upper-level withdrawals (courses at the junior/senior level) and two lower-level withdrawals (courses at the freshman/sophomore level) while at FAU.
 - Students should speak to their Financial Aid Counselor before withdrawing from any course.



Academic Policies (continued)

•Minors

- A minor is a prescribed set of courses that make a part of major. Not all majors have minors.
- Minors must be used to complete elective requirements.
- A minor will not be approved if it adds time to graduation or credits past the required 120.
- A minor must be declared in the College that houses the minor and cannot be done after you have reached 90 credits.

•Excess Credit Hours

- Florida Statute 1009.286 defines “excess hours” as credit hours that exceed the completion requirements for a baccalaureate degree program at state universities.
- State requirement that causes a surcharge to be added to students if they attempt more than 132 credits.
- Attempts are defined as earned credits, withdrawals, failed courses or repeated courses.
- Transient Work
 - Transient work is courses taken at another institution once you have started at FAU.
 - University policy does not allow Transient Work except in very specific circumstances. You will need to see an advisor to submit a request.
- Exceptional Circumstance Withdrawal
 - A special type of late withdrawal based primarily on medical or military criteria.
 - Handled through Student Affairs, but you can speak with your academic advisor for information.
 - Requires a withdrawal from all courses in the semester.
 - Deadlines strictly enforced, must be requested during the affected semester.
 - If approved, the courses are excluded from Excess Hours and the Limited Withdrawal policy.
 - If approved, a full refund is provided to the student.



Academic Policies (continued)

- Repeated courses
- Students at FAU are limited to repeating a course once. Attempts at all previous institutions are included.
- Exceptions must be presented to an advisor via a Repeat Petition for review.
- If the course is a required core course, your major's Program Coordinator will determine approval or denial of the petition.
- Elective or optional IFP courses are rarely approved for a third attempt.
- A third attempt of any Mathematics course requires the student to attend the Math Boot Camp, your advisor will instruct you on how to register.
- Mandatory Graduation
- Students who have completed all requirements for their major must graduate, regardless of missing requirements for a minor, second major or certificate program.
- Civics Literacy Requirement
- Pursuant to Florida Statute 8.006, baccalaureate degree-seeking students initially entering a Florida college system institution or a state university in fall 2018 and thereafter are required to demonstrate competency in civic literacy.
- Students can meet this requirement by taking POS2041 or AMH2020 and Civics Literacy exam.

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Background Checks

- **ALL STUDENTS INTERESTED IN AN INTERNSHIP:** Please note that criminal background checks and/or substance abuse testing is required for Field placement (BSW). If you have a criminal history, communicate with your Program Coordinator as soon as possible. Many jobs in law enforcement also require background checks.



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Academic Advising is the key to your success

- We suggest BA/CCJ students see an advisor every semester
- BSW students are required to see an advisor every semester
- You will have a primary advisor
- You **MUST** see an advisor in the semester **BEFORE** your last semester
- Ask about internships for credit
- Ask about prerequisites and co-requisites



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Graduation!

- Students are required to submit an [Application for Degree](#) (AFD) by the deadline listed on the [Academic Calendar](#)
 - Missing the deadline could result in not getting tickets for the commencement ceremony
- You must have an advising appointment before your AFD will be accepted
 - A Graduation Audit will be completed at that time
 - It is recommended students [schedule an advising appointment](#) prior to the semester of their anticipated graduation
 - A Graduation Audit must be completed and approved prior to your AFD being accepted
 - You must be enrolled in all final classes when AFD is submitted

TAKE-AWAYS

- •See an advisor every semester
- •Check in with your advisor if you are experiencing any problems impacting your success.
- Questions?

