COLLEGE OF LETTERS AND SCIENCE
ADVISING FOR FRESHMEN

1117 CHEADLE HALL
(805)893-2038
DUELS.UCSB.EDU
OVERVIEW

- UCSB Requirements
  - University of California Requirements
  - College of Letters and Science Requirements
- College of Letters and Science Policies
- UCSB Resources
- UCSB Net ID & U-mail
- GOLD
- Helpful Hints
GENERAL OVERVIEW

- UCSB has three colleges for undergraduates
  - Letters and Science
  - Engineering
  - Creative Studies
- Your choice of major determines your college as well as your department
DEGREE REQUIREMENTS

- There are 4 groups of requirements:
  - Unit Requirements
  - University of California (UC) Requirements
  - L&S General Education Requirements
  - Major Requirements

- We will review requirements specific to the University of California (UC) and the College of Letters and Science (L&S)
- Please contact your department advisor for information about your major requirements
UNIT REQUIREMENTS

- 180 or 184 total units
  - Most students need a minimum of 180 units for graduation; however, students who satisfy Foreign Language (General Education Area B) with college level work must complete a minimum of 184 units.
  - This includes all accepted units from Advanced Placement (AP), International Baccalaureate (IB), other colleges and universities, etc.

- **Beware of duplicate matriculation**
  - You cannot receive credit at UCSB for courses that you have already completed, including courses from AP or IB, community college, other universities, and UCSB coursework.
UNIT REQUIREMENTS

- At least 60 upper-division units must be completed within the 180/184 total
- Upper-division courses are numbered 100 – 199 at UCSB
- You probably won’t take upper-division courses until your second or third year
- Major requirements may not satisfy all 60 upper-division units
  - Most majors only require around 40 upper-division units
  - You will probably need some upper-division elective courses to fulfill this requirement
- All units completed at a community college are lower-division units
UNIT REQUIREMENTS

Minimum of 180/184 total units

At least 60 upper-division units

___ lower-division units

At least ___ upper-division units in major

___ upper-division units of electives
CREDIT LIMITATIONS

- You can only receive unit credit once for a course (avoid duplicate matriculation)
- Max of 105 lower-division quarter units transferred from non-UC schools
- Max of 6 units of Physical Education courses (ES 1 - courses at UCSB)
- Max of 30 units of 98/99/198/199
Freshmen are guaranteed 12 regular quarters (Fall, Winter, Spring) and summers.

After completing your 12 quarters, you must petition for additional quarters if you plan to exceed a total of 200 units.

There is no guarantee that permission will be granted.

Units completed in high school (e.g., AP or IB) do not count toward the 200 unit cap.

If at any time you wish to make changes to your admitted major or academic plan, you should consult with an academic advisor in the College of Letters and Science as soon as possible!
TRANSFERABILITY OF UNITS

- To find the quarter value of a semester course, multiply semester units by 1.5
  - Example: A 4 semester unit course transfers as 6 quarter units

- Your New Student Profile will give you information regarding all of your transferable courses and how they relate to UCSB courses and requirements
There are four requirements for all degrees awarded by any University of California (UC) campus:

**Entry Level Writing**
- To assure a basic proficiency in writing

**American History and Institutions**
- To assure that students have some knowledge of American government
UNIVERSITY OF CALIFORNIA REQUIREMENTS

Grade Point Average

- A minimum GPA required to earn a degree
- 2.0 cumulative UC GPA
- 2.0 overall major GPA
- 2.0 upper-division major GPA
- Only courses taken at a campus of the University of California (including Summer Session) are calculated into your UC GPAs

Academic Residence

- A minimum amount of coursework required at UCSB to earn a degree from our institution
- Three terms at UC
- 27 upper-division units in your college at UCSB
- 20 upper-division units in your major at UCSB
- 12 upper-division units in your minor at UCSB, if you pursue a minor
- 35 units in your college at UCSB once you reach senior standing (135 completed units)
COLLEGE OF LETTERS AND SCIENCE GENERAL EDUCATION (GE) REQUIREMENTS FOR BACHELOR OF ARTS (BA)

- Area A: English Reading and Composition
  - 2 courses (A-1 and A-2)
- Area B: Foreign Language
  - Through 3rd quarter or 2nd semester
- Area C: Science, Math, and Technology
  - 3 quarter courses or 2 semester courses
- Area D: Social Sciences
  - 3 quarter courses or 2 semester courses
- Area E: Culture and Thought
  - 3 quarter courses or 2 semester courses
- Area F: Arts
  - 2 courses
- Area G: Literature
  - 2 courses

- You may not use a course in more than one general subject area (Areas A – G)
- Major courses can be used to satisfy GE requirements
- Only UCSB courses approved by the Academic Senate can be applied to GE requirements
- Check “Course Info” in GOLD to see if the course if approved for GE requirements
Art History 6A can apply to Area E or F, but **NOT both**
COLLEGE OF LETTERS AND SCIENCE GENERAL EDUCATION (GE) REQUIREMENTS FOR BACHELOR OF ARTS (BA)

- Ethnicity
  - Ethnic minority within the United States (i.e., Asian Americans, African Americans, Chicanos)

- Quantitative Relationships
  - Examples: Calculus, statistics, physical science courses with labs

- World Cultures
  - Non-European cultures

- European Traditions
  - European culture

- Writing
  - 6 courses using skills acquired in Area A that must be completed with UCSB courses
  - May be adjusted according to the number of omissions in Areas D – G when you begin at UCSB
### General Education Requirements for Bachelor of Arts (BA)

<table>
<thead>
<tr>
<th>Area</th>
<th>Requirement</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>English Reading and Composition (2 courses)</td>
<td>A1 AP Eng Exam, A2</td>
</tr>
<tr>
<td>B</td>
<td>Foreign Language</td>
<td>B H.S. Satisfied</td>
</tr>
<tr>
<td>C</td>
<td>Science, Math &amp; Technology (3 courses)</td>
<td>C AP Calc Exam, C AP Stats Exam, C Quantitative Relationship (1 course)</td>
</tr>
<tr>
<td>D</td>
<td>Social Science (3 courses)</td>
<td>D AP U.S. History, D</td>
</tr>
<tr>
<td>E</td>
<td>Culture &amp; Thought (3 courses)</td>
<td>E, E, E</td>
</tr>
<tr>
<td>F</td>
<td>Arts (2 courses)</td>
<td>F, F</td>
</tr>
<tr>
<td>G</td>
<td>Literature (2 courses)</td>
<td>G, G</td>
</tr>
<tr>
<td>H</td>
<td>World Cultures (1 course)</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Ethnicity (1 course)</td>
<td></td>
</tr>
<tr>
<td>J</td>
<td>European Traditions (1 course)</td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>Writing Requirement (6 courses)</td>
<td>1, 4, 2, 5, 3, 6</td>
</tr>
</tbody>
</table>

Comparative Literature 30A can count for:
- Area E or G
- European Traditions
- Writing
<table>
<thead>
<tr>
<th>Area</th>
<th>Bachelor of Science (BS)</th>
<th>Bachelor of Fine Arts (BFA) or Bachelor of Music (BM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area A</td>
<td>Same as BA</td>
<td>Same as BA</td>
</tr>
<tr>
<td>Area B</td>
<td>Same as BA</td>
<td>Same as BA</td>
</tr>
<tr>
<td>Area C</td>
<td>Same as BA</td>
<td>2 courses</td>
</tr>
<tr>
<td>Area D</td>
<td>2 courses</td>
<td>2 courses</td>
</tr>
<tr>
<td>Area E</td>
<td>2 courses</td>
<td>2 courses</td>
</tr>
<tr>
<td>Area F</td>
<td>1 course</td>
<td>Not required</td>
</tr>
<tr>
<td>Area G</td>
<td>1 course</td>
<td>1 course</td>
</tr>
</tbody>
</table>

- All special subject requirements must be completed EXCEPT European Traditions
MAJOR REQUIREMENTS

- Contact your major department advisor to review requirements and transfer work for your major
- You must send copies of all transcripts from any previous institution attended
  - Without these records, your advisor may not be able to help you
- See the UCSB General Catalog for more information, including course descriptions and prerequisites
  - [https://my.sa.ucsb.edu/catalog/current/](https://my.sa.ucsb.edu/catalog/current/)
- Any prerequisite course completed at another institution will have to be cleared by the department prior to registration
- You must complete all UC courses for the major with a letter grade, including pre-major, preparation, and upper-division courses
HELPFUL RESOURCES

General Catalog (Online)

- [https://my.sa.ucsb.edu/catalog/current/](https://my.sa.ucsb.edu/catalog/current/)
- Lists all academic policies and procedure
  - It is your contract with UCSB – you are held to the requirements listed in the catalog from the year you enter UCSB
- Provides information about each department
  - Major and minor requirements
  - Course descriptions
  - Prerequisites
  - Faculty members

Letters and Science Academic Requirements (LASAR)

- Provides a detailed summary of the degree requirements for all Letters and Science students
- Gives information about UC and L&S requirements
- Provides a list of all courses applicable to GE areas
HELPFUL RESOURCES

Gaucho On-Line Data (GOLD)
- Main portal to your UCSB records
- Important messages from UCSB administration
- Registration information (pass times)
- Important deadlines (add, drop, grading option, etc.)
- Grades
- Progress checks
- Minimum Cumulative Progress (MCP) information

U-mail
- Official email account with UCSB
- All university correspondence is done via U-mail
- Check this account regularly!
UCSB NET ID

- Your UCSB Net ID must be created FIRST in order to access GOLD and to create a U-mail account
- To set up your UCSB Net ID, visit https://im.ucsb.edu/idm/manage
Once you've created your UCSB Net ID, the Identity Manager will notify and guide you through the process for creating a U-mail account.

After your U-mail account has been activated, to access your U-mail account and change account settings, visit http://www.umail.ucsb.edu
To log on to GOLD, visit https://my.sa.ucsb.edu/gold/login

Same username and password that you use to access U-mail
Make sure to periodically check for blocks that could prevent you from registering for courses.

Review your GOLD messages and U-mail consistently – this is how UCSB will correspond with you.

It is your responsibility to check these messages!
Review your GOLD messages and U-mail consistently—this is how UCSB will correspond with you. It is your responsibility to check these messages!

Keep your address and phone number up to date.
Check your pass times for the upcoming quarter around the third week of the current quarter.

Each pass time has a registration limit.

You should be prepared to register for courses on the first day of your Pass 1 – courses can fill quickly so don’t wait!

You will be charged a $50 fee if you do not register during your first assigned pass.

...
You will get three registration appointment times and can only adjust your schedule during these periods.

All new students are only given Pass 2 and Pass 3 for their first quarter.

Check and observe all deadlines to adjust your schedule accordingly.

See an advisor immediately if you do not understand or miss a deadline so we can help you assess your options.
ACADEMIC HISTORY

Welcome  New Student Profile  Credit Memo  Progress Check  Degree Audit

Course History

This set of tabs is designed to help you track your academic progress toward your degree. This is for advisement purposes only.

New Student Profile
This is a summary of transferable credit earned prior to your first term at UCSB.

Credit Memo
This is a summary of transferable credit earned from another institution anytime after your first term at UCSB (if any).

Progress Check
This is an evaluation of how completed courses and exams are applied toward University and college requirements. This does not include major requirements.

Degree Audit
This is an evaluation of how completed courses and exams are applied toward University, college, and major requirements.

Course History
A course history which includes all test scores, UCSB and transfer course work accepted toward your degree.

Omissions and/or corrections should be brought to the attention of your college or major department without delay.
Advanced Search can help you find open courses or courses that satisfy specific GE requirements.
Advanced Search can help you find open courses or courses that satisfy specific GE requirements.

Quarter:
- Fall 2018

Department:
- Any-

Subject Area:
- Any-

Course #

Course Level:
- Any-

Meeting Times Start Between:
- Any-

and
- Any-

Meets on:
- M
- T
- W
- R
- F
- S

Between:
- 0

and
- 12

units

Enrollment Code:

Instructor:

Title Keyword Match:

May Apply to GE Requirements for:
- Any-

Area:
- Any-

- Open Sections Only
- Matching Sections Only
- Courses Without Restrictions Only
- Courses Without Prerequisites Only
Advanced Search can help you find open courses or courses that satisfy specific GE requirements.
Some courses have a lecture and a separate discussion section – you will enroll through the discussion section.
Final Exam information (make sure to check your syllabus for each course)

Final Examinations

<table>
<thead>
<tr>
<th>Course</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 2 - INTRO CULT ANTHRO</td>
<td>Monday, December 10, 2018 8:00 AM - 11:00 AM</td>
</tr>
<tr>
<td>EARTH 7 - DINOSAURS</td>
<td>Tuesday, December 11, 2018 8:00 AM - 11:00 AM</td>
</tr>
<tr>
<td>HIST 17A - AMERICAN PEOPLE</td>
<td>Thursday, December 13, 2018 12:00 PM - 3:00 PM</td>
</tr>
</tbody>
</table>

Note: The dates and times shown here for Final Examinations are derived from the table found in the Schedule of Classes. You should confirm them with your instructor, as some are subject to change. (For the Fall 2018 Schedule of Classes examinations table, click here.)
# STUDENT SCHEDULE

## My Class Schedule

**ANTH 2 - INTRO CULT ANTHRO**
- Grading: L
- Units: 4.0
- Days: M W
- Time: 10:00 AM-10:50 AM
- Location: Campbell Hall

**EARTH 7 - DINOSAURS**
- Grading: L
- Units: 4.0
- Days: T R W
- Time: 9:30 AM-10:45 AM, 1:00 PM-1:50 PM
- Location: Campbell Hall, PSB-S, 2725

**HIST 17A - AMERICAN PEOPLE**
- Grading: L
- Units: 4.0
- Days: M W
- Time: 11:00 AM-12:15 PM, 8:00 AM-8:50 AM
- Location: Music Building, LLCH, Ellison Hall, 2016

**Total Units:** 12.0

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**My Class Waitlists**

Please note that both your enrolled units and un-linked waitlisted units count toward your unit maximum for the current pass, until the deadline to add without an approval code. After the deadline, only enrolled courses are counted.

Waitlisted Units + Enrolled Units = 12.0
<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
</table>
| 8:00 AM | HIST 17A  
ELLSN 2816  
08:00-08:50 |                              |                               |                               | ANTH 2  
BUCHN 1934  
08:00-08:50 |
| 8:30 AM |                              |                              |                               |                               |                               |
| 9:00 AM |                              |                              |                               |                               |                               |
| 9:30 AM |                              |                              |                               |                               |                               |
| 10:00 AM | ANTH 2  
CAMPB HALL  
10:00-10:50 | EARTH 7  
CAMPB HALL  
09:30-10:45 | ANTH 2  
CAMPB HALL  
10:00-10:50 | EARTH 7  
CAMPB HALL  
09:30-10:45 | ANTH 2  
CAMPB HALL  
10:00-10:50 |
| 10:30 AM |                              |                              |                               |                               |                               |
| 11:00 AM | HIST 17A  
MUSIC LLCH  
11:00-12:15 | HIST 17A  
MUSIC LLCH  
11:00-12:15 |                               |                               |                               |
| 11:30 AM |                              |                              |                               |                               |                               |
| 12:00 PM |                              |                              |                               |                               |                               |
| 12:30 PM |                              |                              |                               |                               |                               |
| 1:00 PM |                              |                              | EARTH 7  
PSB-S 2725  
01:00-01:50 |                               |                               |
| 1:30 PM |                              |                              |                               |                               |                               |
| 2:00 PM |                              |                              |                               |                               |                               |
| 2:30 PM |                              |                              |                               |                               |                               |
| 3:00 PM |                              |                              |                               |                               |                               |
| 3:30 PM |                              |                              |                               |                               |                               |
| 4:00 PM |                              |                              |                               |                               |                               |
| 4:30 PM |                              |                              |                               |                               |                               |
| 5:00 PM |                              |                              |                               |                               |                               |
What if I want to take a course that is not a General Education (GE) or major requirement?

On average:

- 1/3 of your units will be for General Education (GE)
- 1/3 of your units will be for your major
- 1/3 of your units will be electives
FALL SCHEDULE RECOMMENDATIONS

- Enroll in 12 – 13 units (12 is the minimum for full-time standing)
- 1 – 2 courses for your major, chosen in consultation with the department advisor
- 1 – 2 General Education or elective courses (remember to check for no or fulfilled prerequisites)
- Do not duplicate any previous coursework, including AP or IB credit
WHAT DO I DO IF THE COURSE I WANT IS FULL?

- Check GOLD to see if there is a waitlist available
- Consult the department website to see if a crash policy is posted
- Attend the first course meeting
- Continue checking GOLD as many students change their schedules in the first week of the quarter
- May link waitlisted course
WHAT DO I DO IF THE COURSE I WANT IS FULL?

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- Consult the department website to see if a crash policy is posted
- Attend the first course meeting
- Continue checking GOLD as many students change their schedules in the first week of the quarter
- May link waitlisted course

Select your preferred enrollment options – these will be used when adding to the course if Auto-Add is enabled

Check any sections you are willing to have
WHAT IF I’M ASKED FOR AN APPROVAL CODE?

- Approval from an instructor or department is needed for certain courses
- If the class is not full, contact the department for procedures for obtaining an approval code
- If the course is full, follow steps for crashing the course
You cannot receive credit for courses that you have already completed

- This includes credit from AP/IB, community college, other universities, and UCSB coursework

Example: You can receive credit for only one lower-division statistics course, regardless of what department offers it

- Only 1 from Communication 87, EEMB 30, Geography 17, PSTAT 5AA-ZZ, Psychology 5, Sociology 3 or equivalents

Check the General Catalog and LASAR for AP/IB equivalents

Check Assist.org for California community college transfer equivalents

Speak with your department and college advisors regarding equivalents from other universities and community colleges outside of California
REGISTRATION TIPS

- Register as early as possible during your pass times for the most options and best chance for your preferred courses
- Make sure you have a balanced schedule with major, general education and elective courses
- Check GOLD to be sure you have met all prerequisites
- You must enroll through the section for courses that have a discussion section
- Be flexible with your schedule and have alternatives in mind
- Courses with early morning and late evening sections usually have more availability
- If you have questions or concerns about your schedule, see an academic advisor
Some majors have a pre-major step that requires successful completion of certain courses with a specific GPA.

It is vital that you work closely with your department to determine the courses and grades you will need to move into full major status.

Grades earned in pre-major courses completed at non-UC institutions are not used in the pre-major GPA calculation.

Students cannot graduate with a pre-major; you must be admitted into a full major.
GRADING OPTIONS

Letter Grades

- Affect GPA
- Units awarded for grades of D- and above
  - UCSB has a grading system that includes pluses (+) and minuses (-)
- A minimum of 2/3 of UCSB units must be completed with letter grades
- Letter grades are required for all major and minor courses
- 135 letter-graded units required to be eligible for College Honors at graduation

Passed/Not Passed (P/NP)

- Does not affect GPA
- Units awarded for Passed (P) only
  - P = grade of C or higher
  - NP = grade of C- or lower
- Maximum of 1/3 of total UCSB units can be completed with P
- Major or minor courses may not apply if completed with P
- If you exceed 20 units of NP, you will be blocked from using this grading option
DEADLINES

- UCSB has strict deadlines for making changes to your schedule (add, drop, grading option, etc.)
- You are responsible for making changes and maintaining the accuracy of your schedule
- Become familiar with the deadlines and adjust your schedule accordingly
- Requests for deadline exceptions are not automatically approved, nor easily granted
- Speak with an academic advisor as soon as possible if circumstances arise that could impact your academic success
ACADEMIC INTEGRITY

- Ideas and understanding of this concept can vary from culture to culture, but you must be aware that you are held to UCSB’s standards
  - [http://judicialaffairs.sa.ucsb.edu/academicintegrity.aspx](http://judicialaffairs.sa.ucsb.edu/academicintegrity.aspx)

- Students found in violation of UCSB’s standards of academic integrity can be dismissed

- Plagiarism: you cannot copy or use someone else’s content without properly citing the source

- Collusion: you cannot share the same exact content when working on a project or paper with another student

- Cheating: you must do your own work
  - No one else can take your exams or write your papers
  - Using online services to buy papers is illegal
CAMPUS LEARNING ASSISTANCE SERVICES (CLAS)

- http://www.clas.ucsb.edu
- Group tutorials
  - Many lower-division math, science and economics courses
  - Students take advantage of this resource to complement their own studying
- Study skills consultant
- Writing lab
- ESL specialist
HELPFUL RESOURCES

- College of Letters and Science
  - duels.ucsb.edu

- Campus Learning Assistance Services (CLAS)
  - www.clas.sa.ucsb.edu

- Career Services
  - www.career.sa.ucsb.edu

- Counseling and Psychological Services (CAPS)
  - www.caps.sa.ucsb.edu

- Disabled Students’ Program (DSP)
  - www dsp sa ucsb edu

- Education Abroad Program (EAP)
  - https://eap.ucsb.edu/

- Educational Opportunity Program (EOP)
  - www.eop.sa.ucsb.edu

- Office of Admissions
  - www.admissions.sa.ucsb.edu

- Office of International Students and Scholars (OISS)
  - www.oiss.sa.ucsb.edu

- Office of the Registrar
  - www.registrar.sa.ucsb.edu

- Opening New Doors to Accelerating Success (ONDAS)
  - www.ondas.ucsb.edu

- Student Health
  - www.studenthealth.sa.ucsb.edu
QUESTIONS?

- Visit us in 1117 Cheadle Hall
  - Appointments (30 minutes set up ahead of time)
  - Drop-in advising (10-15 minute conversations on a first-come, first-served basis)
  - Monday - Friday 9:30am - 11:30am & 1:00pm - 3:30pm

- Call us at (805)893-2038

- Email us at academic_advising@ltsc.ucsb.edu

- Connect with us on social media
  - College of Letters and Science Academic Advising
    @UCSBadvising
  - @UCSBadvising  #UCSBadvising