

# ACADEMIC AFFAIRS AND ACADEMIC PROGRAMS

**Associate VP for Academic Affairs, Dean of Academic Programs:** Debra L. Jackson

**Interim Associate Dean of Graduate and Undergraduate Studies:** Luis Vega

**Office:** Education Building

**Telephone:** (661) 654-3240

**Email:** academicprograms@csub.edu

**Website:** www.csub.edu/academicprograms (<http://www.csub.edu/academicprograms/>)

## Academic Programs

CSUB's Provost and Vice President for Academic Affairs is responsible for all academic programs. The degree programs are administered by School Deans and housed in four Schools: the School of Arts and Humanities (HOB 211, 661-654-3986), the School of Business and Public Administration (BDC 124A, 661-654-2157), the School of Natural Sciences, Mathematics and Engineering (SCI 104, 661-654-3450), and the School of Social Sciences and Education (EDUC 124, 661-654-2210). The Associate Vice President for Academic Affairs, Dean of Academic Programs provides overall coordination for the graduate and undergraduate programs (EDUC 242, 661-654-3420). The Dean of the Extended Education (BDC C, 661-654-2441), in cooperation with the Deans of the four Schools and the Dean of the Antelope Valley campus, administers off-campus degree programs, certificate programs offered through the Extended Education, Open University, and special sessions. Individuals with questions about specific degree programs or academic policies should contact the above offices.

The following sections are organized to provide essential information about academic programs and policies. For information about graduate and other post-baccalaureate programs, please refer to the Division of Graduate Studies section of the catalog.

## Requirements For Baccalaureate Degrees

All undergraduate degree programs at the University are structured to provide sufficient breadth and depth to prepare students to function as useful and responsible citizens. To accomplish this goal, the University requires that programs leading to undergraduate degrees have three components: a) broad exposure to a variety of fields of knowledge (general education); b) study of one or more fields in depth (major or major/minor combination); and c) courses chosen to fit the background and preferences of the individual student (electives).

## University Learning Outcomes

CSUB's undergraduate student learning outcomes are accomplished jointly through the General Education program, major and minor programs, and co-curricular experiences.

### Goal 1: Students will show critical reasoning and problem solving skills

**Objective 1A:** The student will demonstrate the ability to read critically.

**Objective 1B:** The student will demonstrate the ability to write critically.

**Objective 1C:** The student will demonstrate the ability to speak critically.

**Objective 1D:** The student will demonstrate the ability to think critically.

**Objective 1E:** The student will demonstrate the capacity for life-long learning.

**Objective 1F:** The student will engage in critical problem solving.

### Goal 2: Students will be able to communicate orally and in writing

**Objective 2A:** The student will present information in a professional manner using well-developed writing skills.

**Objective 2B:** The student will present information in a professional manner using well-developed oral presentation skills.

**Objective 2C:** The student will demonstrate competence in information management.

**Objective 2D:** The student will demonstrate computer literacy.

### Goal 3: Students will demonstrate discipline-based knowledge and career-based-learning

**Objective 3A:** The student will demonstrate broad knowledge in their selected discipline.

**Objective 3B:** The student will successfully apply discipline-based knowledge to the real world.

**Objective 3C:** The student will successfully engage in career preparation and planning.

### Goal 4: Students will possess numerical literacy

**Objective 4A:** The student will correctly utilize mathematical calculations and estimation skills.

**Objective 4B:** The student will demonstrate quantitative reasoning skills.

**Objective 4C:** The student will successfully apply quantitative reasoning skills to the real world.

### Goal 5: Students will become engaged citizens

**Objective 5A:** The student will engage in university and community activities (including civic action).

**Objective 5B:** The student will demonstrate superior interpersonal skills.

**Objective 5C:** The student will develop and demonstrate a thorough knowledge of self.

**Objective 5D:** The student will demonstrate responsibility in group settings (including teamwork, leadership, managing skills, etc.)

**Objective 5E:** The student will demonstrate the ability to work independently.

### Goal 6: Students will develop a well-rounded skill set

**Objective 6A:** The student will possess and demonstrate an ethical framework.

**Objective 6B:** The student will demonstrate an understanding of cultural and ethnic diversity.

**Objective 6C:** The student will successfully apply research methods/analysis and technology for problem solving.

**Objective 6D:** The student will demonstrate interdisciplinary knowledge.

## Graduation Requirements for Baccalaureate Degrees

In order to be eligible for graduation, students seeking a baccalaureate degree must satisfy all requirements including the following:

1. A minimum of 120 semester units which consists of:
  - A minimum of 40 upper division units
  - A minimum of 30 units at CSUB, including at least 24 upper division and at least 12 major units
  - A maximum of 70 transferable units from community colleges

- A maximum of 6 total units earned in Kinesiology (KINE) activity courses and/or General Studies (GST) courses
2. A minimum of 2.00 in major, minor, CSUB, and overall GPA.
  3. Satisfaction of the Graduation Writing Assessment Requirement (GWAR) by course (with a grade of C- or better) or exam (with a score of 8 or higher).

## Bachelor of Arts Degree

One of the two types of undergraduate degrees offered at the university is a Bachelor of Arts degree. The requirements are as follows:

### Bachelor of Arts Requirements

Requirements	Units
General Education	48 or more semester units
Minimum Major, including Senior Seminar	24 or more semester units
Electives	36–48 semester units

**Total units required for graduation:** 120 semester units

Each School or department may impose additional requirements for its majors. These are listed under each discipline area.

## Bachelor of Science Degree

The second type of undergraduate degree offered at the university is the Bachelor of Science degree. The requirements are as follows:

### Bachelor of Science Requirements

Requirements	Units
General Education	48 or more semester units
Minimum major, including Senior Seminar	36 or more semester units
Electives	Up to 36 semester units

**Total units required for graduation:** 120 semester units

Each School or department may impose additional requirements for its majors. These are listed under each discipline area.

In lieu of some free electives, students may select a combination of courses that satisfy a minor using one of the following three alternatives:

1. A minor of 12 semester designed by another discipline, at least 6 of which must be upper division, and taken outside the major.
2. A minor in any one of the three General Education Themes consisting of 12 semester units, at least 6 of which must be upper-division, selected from Area B, C, and/or D courses. In addition, taking a 1-unit Capstone is recommended.
3. A concentration or minor in one of the specially developed areas in the section on Interdisciplinary Programs.
4. A special minor consisting of 12 semester units, 9 of which must be upper division, taken outside the major discipline. Proposals for the Special Minor must be submitted and approved by the faculty advisor, the department chair for the student's major, and the Associate Dean of Undergraduate Studies no later than the Census Date of the semester in which the student becomes a senior. Any changes to the Special Minor require the approval of the student's faculty advisor, the department chair of the student's major, and the Associate Dean of Undergraduate Studies.

## Second Baccalaureate Degree

The university does not encourage students to seek a second bachelor's degree. A student who has the ability and the interest will normally be better advised to satisfy the prerequisites to the second field and then seek the master's degree in that field. Exceptions may be made under the following guidelines:

A student may not be granted two baccalaureate degrees at the time of meeting the requirements for graduation from the university.

1. A student desiring a second baccalaureate degree should have the written approval of the department chair of the major in which he/she seeks the second degree.
2. To earn a second baccalaureate degree:
  - a. The student must meet the Graduate Writing Assessment Requirement (GWAR) if it has not already been satisfied at another institution;
  - b. The student must meet all the requirements for the second baccalaureate degree, including the major and the minor, if applicable;
  - c. Units completed for the first baccalaureate degree may be counted, but the student must complete a minimum of 24 semester units (36 quarter units) of additional course work in residency.

## Currency of Courses Requirements

CSUB students pursuing a baccalaureate degree must satisfy major and minor requirements, including all required cognates and prerequisite courses, within 10 years of the date of the award of the baccalaureate degree.

Exceptions to the policy may be granted if a student can demonstrate currency in the relevant course or courses to the satisfaction of the faculty in the department or program offering the major and minor. Students should consult their academic advisor about how to demonstrate currency for course work that is completed 10 or more years prior to the anticipated award of the baccalaureate degree. The academic Dean responsible for the major or minor program must approve all exceptions to this currency of courses requirement.

## Applicable Catalog for Graduation Requirements

To maintain rights to a set of catalog graduation requirements, a student must remain in continuous enrollment. "Continuous enrollment" means that the student cannot miss two consecutive semesters. Summer sessions do not count toward continuous enrollment. Absence due to an approved educational leave shall not be considered an interruption in continuous enrollment, provided the absence does not exceed two years.

The university allows students two options in selecting the catalog for their major and minor requirements. Students may choose either of the following catalogs:

1. the catalog in effect when the student began continuous enrollment at the university or college level;
2. the catalog in effect at the time the student graduates from CSUB.

Similarly, the university allows students three options in selecting the catalog of their university-wide requirements. Students may choose the following catalog in effect during:

1. the term in which graduation requirements are completed;
2. the term the student started course work at CSUB, assuming the student has been in continuous enrollment since then;
3. the term the student began college-level coursework applicable to the baccalaureate degree, provided the student has been in continuous enrollment in regular sessions in any California public university (California State University or University of California) or California community college.

Please note that in accordance with Title 5, CSUB requires a student changing his or her major or any minor field of study to complete the major or minor requirements in effect at the time of the change.

## General Education Program

The AIMS General Education Program at CSU, Bakersfield, provides a liberal arts education that builds a vibrant learning community connecting teachers and students across the university. It promotes student success by structuring educational activities that purposefully contextualize, reinforce and integrate knowledge. Students have opportunities throughout the curriculum to reflect upon and apply what they learn through a variety of high-impact practices. The program goals and student learning outcomes include the following:

### Goal 1: Students will attain competency in the skills that are foundational to a liberal arts education

**Outcome 1A:** Students will present information using well-developed oral communication skills.

**Outcome 1B:** Students will present information using well-developed written communication skills.

**Outcome 1C:** Students will evaluate information using well-developed critical thinking skills.

**Outcome 1D:** Students will use quantitative information to draw reasonable conclusions.

**Outcome 1E:** Students will locate relevant information from credible sources.

### Goal 2: Students will develop a well-rounded knowledge base across a broad range of disciplines

**Outcome 2A:** Students will apply the principles, concepts, and methods of the natural sciences, arts and humanities, and social and behavioral sciences.

**Outcome 2B:** Students will integrate the principles, concepts, and methods of the natural sciences, arts and humanities, and social and behavioral sciences.

### Goal 3: Students will develop the grounds for engaged citizenship

**Outcome 3A:** Students will employ strategies for self-knowledge and lifelong learning.

**Outcome 3B:** Students will explain key historical events and institutions of the United States.

**Outcome 3C:** Students will identify the many bases of human diversity.

## Foundational Skills: Contextualizing and Reinforcing

The General Education Program focuses on teaching and reinforcing the foundational skills (oral and written communication, critical thinking and quantitative reasoning) that are core to a liberal arts education. Faculty will meet in Skill Learning Communities to further facilitate common learning experiences for students. Our campus recognizes the importance of the foundational skills for student success in higher

education as well as in their post-collegiate lives and careers. Therefore, we have many courses that reinforce one or more of these valuable skills. Courses that reinforce a foundational skill build on a prerequisite course which introduces that skill. This ensures that students are well-equipped to be successful in those courses.

## Themes: Interdisciplinary Integration

Students and faculty engage in broad, interdisciplinary themes woven throughout lower-division and upper-division GE coursework, as well as co-curricular and extra-curricular activities. Thematic pathways provide CSUB students with a strategically defined cohort of fellow students, explicitly designed opportunities to practice integrative and interdisciplinary learning, and robust, collaborative partnerships. Students are encouraged to gain a depth of knowledge by pursuing a thematic minor through GE coursework. Themes also provide a common focus of conversation among faculty, who will gather in Thematic Learning Communities, which can be used to help build and deepen relationships across schools.

## Thematic Minor Requirements

Students may earn a minor in any one of the three Themes by completing four Area B, C, or D courses, at least two of which are upper-division for a total of at least 12 units. In addition, taking a 1-unit Capstone is recommended.

## Guidepost Series: Reflecting and Applying

A series of guidepost courses in the first, junior, and senior years provides touchstones throughout the students' college experience to synthesize their learning within the broad topics of acculturation, skill development and self-reflection. Since the junior-year course includes assignments in which students reflect on their lower-division general education course work, we expect students in this class to have junior standing and have completed their lower-division GE courses. Likewise, the senior-level class expects students to have senior standing and have completed their upper-division GE courses.

## Structure and Units

Student must complete the general education requirements and accumulate as many additional units as are needed to reach a total of 48 units.

## Lower Division (38 units)

### 1. First-Year Seminar

One 2-unit course provides students with an engaged, supportive environment where they can make vital connections with a cohort of fellow students, their instructor, and key members of the campus community who can help ensure their success. Students in the FYS course will be introduced to the GE Foundational Skills and the Thematic Pathways.

### 2. Area A and B4: Foundational Skills (12 units)

Three-unit courses in oral communication, written communication, critical thinking and quantitative reasoning will connect with all three themes through use of relevant examples and/or assignments to contextualize student learning.

A1. One course in Oral Communication with emphasis on public speaking and listening (must be completed with a grade of "C-" or higher).

A2. One course in Written Communication (must be completed with a grade of "C-" or higher).

A3. One course in Critical Thinking (must be completed with a grade of "C-" or higher).

B4. One course in Quantitative Reasoning (must be completed with a grade of "C-" or higher).

3. **Area B: Natural Sciences** (6 units)  
Three-unit courses that include inquiry into the physical universe and its life forms, with participation in a related laboratory activity. Students develop knowledge of scientific theories, concepts, and data about both living and non-living systems.  
B1/B3. One course in Physical Sciences, including a lab.  
B2/B3. One course in Life Sciences, including a lab.
4. **Area C: Arts and Humanities** (6 units)  
Three-unit courses from among the Arts and the Humanities. Students will cultivate intellect, imagination, sensibility and sensitivity.  
C1. One course in Arts.  
C2. One course in Humanities.
5. **Area D: Social and Behavioral Sciences** (3 units)  
Three-unit courses dealing with human social, political and economic institutions and behavior, and their historical background. Students will explore the principles, methodologies, value systems and ethics employed in social scientific inquiry.  
D. One course in a Social and Behavioral Sciences discipline.
6. **Area E: SELF: Student Enrichment and Lifelong Fulfillment** (0-3 units)  
This requirement can be completed with a 1-3 unit lower- or upper-division SELF course or with a course from Area B, C, D or JYDR that also fulfills the SELF requirement. This area of study is designed to enhance students' awareness and understanding of themselves as integrated physiological, social, and psychological beings who must relate to others in a physical and social environment. Courses focus on disciplined inquiry leading to self-discovery and self-knowledge. Student learning in this area centers on issues such as human behavior, sexuality, nutrition, substance use, physical and mental health, stress management, financial literacy, social relationships, relationships with the environment, religion, as well as implications of death and dying and avenues for lifelong learning. Physical activity, as a modality for developing health, may be included provided that it is an integral part of the study elements described.
7. **Area F: Ethnic Studies** (3 units)  
This three-unit requirement fulfills Education Code Section 89032 and must be offered by an Ethnic Studies discipline or cross-listed with an ETHS course. This requirement shall not be waived or substituted.  
F. One course in an Ethnic Studies discipline (3 units)
8. **American Institutions** (6 units)  
One course in AI-History  
One course in AI-Government  
  
**Upper Division** (9-10 units)
9. **JYDR: Junior-Year Diversity and Reflection Requirement** (3 units)  
This three-unit course brings transfer students and native students together into one group to reflect on their lower-division general education experience and how those basic skills and ways of knowing are important in the major. The course will reinforce written communication skills. In addition to self-knowledge, students will develop intercultural knowledge and develop the ability to recognize and navigate diversity through investigation of the cultural values and history, language, traditions, arts and social institutions of a group of people. Intensive use of writing will help students critically explore diverse social experiences, world views, beliefs, practices, and values.
10. **Graduate Writing Assessment Requirement (GWAR)**  
The Graduate Writing Assessment Requirement (GWAR) must be satisfied by every student in one of two ways: (1) passage of the GWAR exam, or (2) a grade of C- or better in a course approved to

meet GWAR. In GWAR courses, students will develop expository and argumentative reading and writing skills for different rhetorical contexts, including researching, reading, and writing an academic research paper. Courses contain frequent reading and writing assignments. (For information about the GWAR exam, go to DDH B-100.)

11. **Upper-Division Thematic Area Courses** (6 units)  
Students will take two upper-division Thematic Area courses in the areas outside of their home school. Upper-division Area courses (B/C/D) are thematic and reinforce two foundational skills. Upper Division Thematic Area courses shall NOT be used to satisfy lower-division Area requirements or the JYDR requirement.
12. **Capstone** (0-1 unit)  
This course provides a holistic integration of students' university experience and reinforces their oral communication skills in preparation of completing their studies at CSU, Bakersfield. Students may take this course within their major if the student learning outcomes of the Capstone course are embedded in the Senior Seminar of their major. Theme-based Capstone courses of 1-3 units will also be available for students.

## Double-Counting

General education courses may be double-counted for the major, minor, cognate, or foundation requirements.

Students must complete two approved upper division courses outside of their major area in-residence at CSUB or another CSU. These are required of all students intending to graduate from CSUB, regardless of community college certification or the courses completed at other institutions. These courses cannot be completed and counted toward this requirement until the student has achieved upper division status, i.e., 60 semester units. These courses can **not** be double-counted toward lower-division area requirements or the Junior-Year Diversity and Reflection (JYDR) requirement.

## Waiver Exams for Area A and B4 Courses

The requirements for subareas A1, A2, A3, and B4 may be satisfied by a test designed specifically for that requirement. The exam for subarea A1 is scheduled once each semester by the AIMS General Education Office (AE 101). Exams for subareas A2, A3, and B4 are available through the Testing Center. Exams cost \$10.00 each.

## Certification of General Education

The university accepts full certification of lower-division General Education (38 semester units) or partial certification by Area (A, B, C, or D) from California Community Colleges, other CSU campuses, and other institutions of higher education that have negotiated agreements with the CSU. Courses and examinations used to certify units must be baccalaureate level and have been completed at the certifying institution. However, any participating institution may report completion of courses or examinations taken at other participating institutions provided that all such courses and examinations would be certified by the institution offering them. Such courses and examinations shall be deemed to have been certified. It is the student's responsibility to request the community college, other CSU, or other institutions of higher education to send the certification to the Office of the Registrar at CSUB.

## Course Substitutions for Students with Disabilities

Students with a verified learning disability who are registered with the Office of Services for Students with Disabilities (SSD) may be eligible to petition for a course substitution for a General Education requirement.

The Associate Vice President for Academic Affairs, Dean of Academic Programs reviews all such petitions. Information regarding course substitutions can be obtained from the Office of Services for Students with Disabilities.

## Course Substitutions and Waivers for Transfer Students

Transfer students may petition to the AIMS General Education program to request that courses previously taken at another regionally accredited college or university that counted at that institution for General Education be counted for General Education requirements at CSUB. We encourage students to work with their advisor to petition for a General Education course substitution. If the course is from another college or university, please provide a syllabus with your petition. General Education course substitution instructions and forms are available at <https://www.csub.edu/registrar/records> (<http://https://www.csub.edu/registrar/records/>)

In unusual circumstances, transfer students may petition for a waiver from a specific General Education requirement by providing appropriate justification and demonstration of means by which the student has acquired the knowledge for that requirement. General Education course waiver instructions and forms are available at <https://www.csub.edu/registrar/records> (<http://https://www.csub.edu/registrar/records/>)

## Students Who Have Broken “Continuous Enrollment”

Upper-division students who have broken “continuous enrollment” (see Applicable *Catalog Graduation Requirements* section in Academic Policies chapter) may discover that the General Education requirements have changed upon their re-admission to CSUB. If these changes cause serious hardship for the student in terms of additional courses needed to complete the new requirements, these students have an opportunity to petition to the Academic Petitions Committee (APC) for a return to the catalog in effect at the time the student stopped attending CSUB. Students desiring to submit such a petition to the APC can get information regarding the specific content and format of the petition at <https://www.csub.edu/academicprograms/students> (<http://https://www.csub.edu/academicprograms/students/>)

## Graduate Writing Assessment Requirement (GWAR)

In May 1976, the CSU Board of Trustees established a system-wide policy that both baccalaureate and graduate students must demonstrate writing competence as part of their respective programs. Baccalaureate degree students must be upper-division and must complete the writing competence requirement prior to graduation. Graduate students must demonstrate writing competence upon admission to their programs if they haven't already done so. By CSUB policy, all post-baccalaureate students must also demonstrate writing competence upon admission to their programs.

Students have two options for meeting the GWAR:

1. receive a grade of “C-” or higher in an approved upper-division writing course or
2. achieve a score of 8 or higher on a university-wide writing proficiency examination.

## Approved Graduation Writing Assessment Requirement Courses

Writing competence may be demonstrated by earning a grade of “C-” or higher in any one of the following upper-division courses:

Code	Title	Units
COMM 3008	Technical and Report Writing	3
ENGL 3109	Modes of Writing	3
ENGL 3119	Advanced Writing	3
HIST 3008	Historical Writing	3
PPA 4038	The Public Policy-Making Process	3

Prerequisite: Upper-division standing and a grade of C- or higher in ENGL 1109 Writing and Research, or its equivalent.

## Graduation Writing Assessment Requirement Exam

This GWAR exam is particularly suited for the student who writes reasonably well within a limited time period. This examination is NOT recommended for students who need additional work on their writing skills or for students who don't write well under pressure. For these students, the GWAR courses listed above offer an extended opportunity for students to develop and demonstrate their writing skills with the assistance of an instructor.

## Special Provisions for Students with Disabilities

In compliance with Section 504 of the Rehabilitation Act of 1973, individual arrangements and accommodations for testing will be made for students with disabilities to meet the GWAR. These arrangements will be made in such a manner as to assure the writing competence of the students is tested and not the limitations imposed by their disabilities.

## GWAR Waivers for Undergraduate Students

The Office of the Registrar may grant GWAR waivers for those transfer students who have who satisfied the upper-division writing requirement at their previous campus. Students may appeal the decision to the English Department by providing evidence that they have earned a grade of C- or higher in an upper-division writing course equivalent to one of CSUB's GWAR courses (not just a writing-intensive course, but a course that focuses on writing instruction and the development of writing skills). The documentation includes the following materials:

1. A description of the relevant course from the college catalog;
2. A copy of the student's transcript with the course and grade highlighted;
3. An explanation showing that the course is upper-division;
4. Proof of upper-division standing when the course was taken (such as the number of hours completed before taking the course).

## Undergraduate Majors and Minors Discipline-Based Majors

Each of the academic disciplines at CSUB has a prescribed set of requirements involving a correlated set of courses that lead to the baccalaureate degree, either the Bachelor of Arts or Bachelor of Science. The faculty has primary responsibility in developing and updating its major requirements and the supporting curriculum. Students declaring a discipline-based major will develop a program of study in collaboration with a faculty advisor to meet the prescribed requirements

## Declaration of a Major and a Minor, if applicable

Students must declare a major by the time they complete 40 semester units (60 quarter units) of coursework listed on their transcript. For those majors that require a minor, the minor must be declared before students attain junior standing, i.e., have 60 semester units (90 quarter units) of coursework listed on their transcript. Students must declare the catalog under which they intend to graduate when they file for graduation.

If a student decides to change his/her/their major, it is the student's responsibility to meet with an advisor of the new major so that a formal request can be submitted to the Office of the Registrar on the student's behalf.

## Double Majors

Students graduating with a double major are required to complete all components of each major, including the Senior Seminars. Although double-counting of courses from one major to the other is possible, the student must accumulate a minimum number of unduplicated units in each major. For the BA major, the minimum is 24 semester units; for the BS major, the minimum is 36 semester units.

## Minors

CSUB offers four different types of minors: a traditional minor from a single discipline, a thematic minor, an interdisciplinary minor, and a special minor. Regardless of type, minors require a minimum of 12 semester units, at least 6 of which must be upper division units. The 12 units (normally four 3-unit courses) used in a minor cannot be drawn from those used to satisfy the major requirements. However, in the case of majors requiring extensive lower division cognates (e.g., Business Administration), students may count one of the cognate courses as one of the four required in the minor.

Students, whether pursuing either a Bachelor of Arts or Bachelor of Science degree, are able to complete one or more minors and have them displayed on their diploma and transcript. Students should contact the academic department or faculty coordinator responsible for the minor. The department or faculty coordinator must approve the minor and, at the time of graduation, certify completion of the minor to the Office of the Registrar.

## Special Minor

A special minor consists of 12 semester units, 9 of which must be upper division, taken outside the major discipline. Proposals for the Special Minor must be submitted and approved by the faculty advisor, the department chair for the student's major, and the Associate Dean of Undergraduate Studies no later than the Census Date of the semester in which the student becomes a senior. Any changes to the Special Minor require the approval of the student's faculty advisor, the department chair of the student's major, and the Associate Dean of Undergraduate Studies.

## Undergraduate Pre-Professional Programs

Designated officials at CSUB will guide students in the selection of programs designed to prepare them for subsequent study in professional schools oriented toward careers in such fields as business administration, theology, forestry, and pharmacy. Help with decisions concerning professional study is available through the individual schools.

## Pre-Engineering

CSUB offers programs in Computer Engineering, Electrical Engineering, and Engineering Sciences. There are also several emphases available in those programs. Refer to the program descriptions in the catalog to get more information. In addition, pre-engineering courses are also offered that allow students to transfer to Schools of Engineering at some other universities to pursue engineering degrees not yet available at CSUB.

## Pre-Law

Law schools are interested in the quality of an applicant's undergraduate education and experience. Although any major can be a good fit for law school, programs pay close attention to the rigor of an applicant's undergraduate courses, their extracurricular experiences, and service to their campuses and communities. Law schools are looking for students with diverse experiences to enhance their pool of applicants and bring needed diversity to the overall legal profession. Law schools are looking for students who have maintained a high GPA, developed good writing, communication, critical thinking/logical reasoning, and problem solving skills. They are also looking for candidates who are meeting or improving their current incoming classes' median LSAT scores. Some law schools are beginning to accept the GRE in lieu of the LSAT, but most law schools rely on an applicant's GPA and LSAT score when making an admissions decision.

The University offers pre-law concentrations within the Philosophy and Political Science baccalaureate degree programs. These concentrations provide the appropriate broad preparation desired by law schools. Students should read the program descriptions in this catalog for information on the specific pre-law concentration requirements. In addition to these academic concentrations, students can also engage in the full extent of the University's Pre-Law Program by becoming a member of the student Pre-Law Society, which hosts law school admissions workshops and engages in programming and events with the legal community in order to expose students to the legal profession and cultivate important networking and professionalization skills.

## Pre-Medicine

CSUB offers course work to meet the requirements of medical and other professional schools in the health sciences, including dentistry, physical therapy, clinical laboratory sciences, optometry, physician's assistant, veterinary medicine, and pharmacy. Although these professional schools do not always require a bachelor's degree, they generally encourage basic preparation and a broad general education. Most students obtain a baccalaureate degree in the natural sciences, e.g., Biology or Biochemistry, but other majors are also accepted, provided that the student has completed the required courses for the professional school. Typically, requirements for medical schools include Mathematics (one year, including calculus and statistics), Physics (one year), Chemistry (two years, including organic chemistry), and Biology (one or two years, including basic biological knowledge, genetics, and cells). Although requirements for professional programs overlap, pre-medical students should consult their advisor, or the organizational websites for the program of interest. Courses recommended for CSUB students to satisfy the requirements for most pre-medical programs include:

Code	Title	Units
BIOL 2010	Introductory Biology - Cells	4
BIOL 2110	Introductory Biology - Animals	4
BIOL 2120	Introductory Biology - Plants	4
BIOL 3010	General Genetics	3
BIOL 3020	General Physiology	3

CHEM 1000	Foundations of Chemistry	3
CHEM 1001	Foundations of Chemistry Laboratory	2
CHEM 1100	Foundations of Analytical Chemistry	2
CHEM 2300	Foundations of Organic Chemistry	3
CHEM 3300	Intermediate Organic Chemistry	3
CHEM 3301	Organic Chemistry Laboratory I	2
CHEM 2400	Foundations of Biochemistry (recommended)	2
MATH 1050	Precalculus I	4
MATH 2010	Calculus for the Biological and Chemical Sciences I	4
	or MATH 2510 Single Variable Calculus I	
One of the following is recommended:		
MATH 2020	Calculus for Biological & Chemical Sciences II	
MATH 2520	Single Variable Calculus II	
PHYS 2110	College Physics I	4
PHYS 2120	College Physics II	4
	or PHYS 2210 Physics for Scientists and Engineers I	
PHYS 2220	Physics for Scientists and Engineers II	4

The following general education classes are recommended to aid in preparation for the most current version of the MCAT exam:

Code	Title	Units
Lower Division Area B4		
MATH 1209	Statistics in the Modern World	3
Lower Division Area C2		
PHIL/INST 2329	Sexual Ethics	3
Lower Division Area D		
PSYC 1018	Explorations in Psychology	3
SOC 1008	Introduction to Sociology	3
Upper Division Area C		
PHIL 3318	Professional Ethics	3
Upper Division Area D		
SOC 3008	Social Psychology	3

Because admissions requirements vary among medical programs and institutions, interested students should acquire a list of specific requirements from professional schools of their choice and consult the Biology, Chemistry, and Physics Departments to best match courses from CSUB to meet those requirements of specific programs of interest. Sources of information include the websites for the American Medical Association <https://www.ama-assn.org> (<http://https://www.ama-assn.org>), the American Medical Student Association <http://www.amsa.org/> (<http://http://www.amsa.org/>), Association of American Medical Colleges <https://www.aamc.org/> (<http://https://www.aamc.org/>), with links to the American Medical College Application Service (AMCAS). In addition to the required course work listed above, students must take the Medical College Admissions Test (MCAT). Links to the MCAT exam can be found on the AMSA and AAMC websites.

Similar resources are available for students interested in attending dental school. Prospective students should visit the website for the American Dental Association, <http://www.ada.org/en> (<http://http://www.ada.org/en/>), and will be required to take the Dental Admissions Test (DAT). Students are urged to consult with appropriate faculty advisors as soon as possible to plan course selections. These advisors and further information can be found at the Department of Biology (SCI I Room 227, 661-654-3089), Department of Chemistry & Biochemistry

(SCI II Room 273, 661-654-3027), or the Office of the Dean for Natural Sciences, Mathematics and Engineering (SCI I Room 104, 661-654-3450). The Health Careers Advisory Committee is connected to the above departments and should be consulted by those students who have reached the application process. Students that are interested, should contact the NSME Student Center for more information.

## Certificate Programs

CSUB offers several undergraduate certificate programs. A student might pursue one of these to achieve a variety of purposes: career advancement, professional growth and development, in-service training, and vocational or occupational training. The certificate programs currently offered at CSUB by the four Schools and through Extended Education are listed below. A student interested in any of the certificate programs listed below should consult the department or office offering the certificate.

### School of Arts and Humanities

- Post-Baccalaureate Certificate in Chicano Studies
- Certificates in Communications (three options)
- Post-Baccalaureate Certificate in Writing

### School of Business and Public Administration

- Certificate in Accounting
- Certificate in Non-Profit Management
- Certificate in Professional Development
- Certificate in Public Administration

### School of Natural Sciences, Mathematics and Engineering

- Certificate in Hydrogeology

### Extended Education - Professional and Continuing Education Programs

The Extended Education (661-654-2441) offers certificate programs that lead to new employment opportunities. The courses are designed for individuals who participate in an organized and integrated program of study but who are not regularly registered students. These certificate programs are designed and taught by professionals in the field and include the following:

- Drug and Alcohol Studies
- Geographic Information Systems (GIS)
- Human Resource Management
- Occupational Safety and Risk Management
- Pharmacy Technician
- Project Management
- Workers' Compensation Law

### Early Enrollment Program

CSUB's Early Enrollment Program assists high schools in meeting the needs of gifted students and expands outreach programs to under-represented groups. Qualified high school students may enroll in a maximum of six semester units at the freshman-level offered on the CSUB campus per semester. Enrollment is not available during summer session except special programs such as Enterprise College. High school freshman and sophomores are not eligible for the program. The cost for

the program is \$36.00 each term (subject to change); books, parking, and individual course fees are extra.

Students must adhere to the following enrollment process:

- Student completes Early Enrollment Program form and parent/legal guardian signs (up to age 18).
- High school counselor or guidance director attaches transcript and verifies eligibility and measles certification.
- Student meets with the Associate Dean of Undergraduate Studies to verify eligibility and select a course for
- the Early Enrollment Program. Call 661-654-3420 for an appointment.
- Once approved for enrollment into the program, student obtains permission to add class by having professor sign an Add Slip on the first day of classes.
- Student turns in all the materials and payment (\$36.00 fee plus any additional course fees) to the Academic Programs Office, EDUC 24

Students are responsible for the purchase of airfare and transportation, accommodation and board, visa fees, and any personal expenses. Financial Aid (except for Federal Work-Study) and scholarship opportunities are also available to qualified students. All programs require students to maintain good academic and disciplinary standing mandated under CSUB's Student Conduct Code. Community College transfer students are eligible to apply (to select programs) directly from their community colleges.

The Study Abroad Office also supports Fulbright U.S. Student Scholar applicants and Fulbright scholars who study at CSUB. The Fulbright U.S. Student Program provides grants for individual study/research projects and for English Teaching Assistant positions. The Fulbright Program also offers research opportunities abroad for CSUB faculty.

For more information on studying, researching, or teaching abroad, contact the Study Abroad Coordinator at 661-654-3657 or via email at [studyabroad@csub.edu](mailto:studyabroad@csub.edu).

## International Programs

CSUB offers several opportunities for international study described below. Students are urged to explore the different programs with their advisors.

### International Students and Programs (ISP)

The CSU must assess the academic preparation of foreign students. For this purpose, "foreign students" include those who hold U.S. temporary visas as students, exchange visitors, or other nonimmigrant classifications. The CSU uses separate requirements and application filing dates in the admission of "foreign students." Verification and academic performance are each important considerations for admission. Academic records from foreign institutions must be on file before the first term and, if not in English, must be accompanied by certified English translations.

The International Students and Programs Office provide services for international students enrolled in classes at CSUB. For more information, please call the International Students and Programs Office at 661-654-6113 or [csubis@csub.edu](mailto:csubis@csub.edu). You may also visit the ISP website at [www.csub.edu/isp](http://www.csub.edu/isp) (<http://www.csub.edu/isp/>) for more information.

### Study Abroad

CSUB students can study abroad at 60 institutions representing 18 countries across the globe for the short-term (Summer, Winter, or Faculty-led program), semester (Fall or Spring), or academic year (Both Fall and Spring). Study Abroad programs are administered through the Center for Global Outreach (CGO) and students have the option to study abroad either through CGO or through the California State University International Programs (CSUIP).

Each study abroad program has specific application requirements, such as a minimum GPA and application deadlines. In addition, some programs may have additional requirements, such as course prerequisites or language requirements. Please consult with the Center for Global Outreach for specific details related to each program.

Students who study abroad for the semester or academic year through CGO will pay tuition to CSUB, while students who study abroad through CSUIP will pay tuition directly to CSUIP. All students who study abroad for the Summer, Winter, or through a faculty-led program have their own respective programs.