

# ACADEMIC ADVICE

Wayne State College Advising Newsletter

Spring 2004

## THINGS TO DO NOW

1. Pick up a class schedule from an academic building, the Records & Registration Office or the Counseling Center. **Signs will be posted when schedules are available.**
2. Make an appointment with your advisor.
3. Plan classes for fall.
4. Discuss your choices with your advisor.
5. Register for classes according to the time schedule listed in WebCat. **Registration begins 4-12-04.**



## REGISTRATION REMINDER

WebCat online registration begins April 12, 2004 and will remain open through August 27, 2004. Check the class schedule booklet for the earliest date you can register based on your current classification. Start on the WSC Home Page. Click on E-Campus and then on WebCat.

## What is Academic Advising?

Academic Advising is a process through which advisors assist students in developing life plans and career goals and in clarifying institutional requirements, policies, procedures, resources and educational options.

## ADVISING NOTES

1. Remember to check your e-mail for important messages from your advisor. You can check your e-mail on your personal computer, in the Student Center game room, or use the computers in the Library. Update your e-mail address in WebCat.
2. Mid-term low grade reports were sent to you on March 19th. Contact your advisor to discuss mid-term low grades.
3. Do you have a major? Check the Academic Web Pages for information on a particular major, minor or endorsement. The links can be found on the WSC Home Page at [www.wsc.edu](http://www.wsc.edu) or call 375-7557 for assistance.

## ONLINE ADVISING

What is online advising and does Wayne State College offer that service to students? Yes, Wayne State College has many advising resources available on the Academic Advising website and there is online advising available for distance education students and others. Students can send a question via the online advisor and either get a direct answer or the question will be referred to the department that is most knowledgeable about that program of study. Check out the advising website and look under the quick links for the online advisor at:  
[http://www.wsc.edu/student/services/advising\\_center/](http://www.wsc.edu/student/services/advising_center/)

## Suggestions from the Records & Registration Office

1. Log in to your WebCat online account and verify your personal information. Notify the appropriate office if changes need to be made.
2. When planning classes, select alternatives that are new classes, not just different sections of the same classes. Call numbers found in the first column of the schedule booklet are required in online registration.
3. PIN's cannot be given out over the phone. Students must bring their picture ID to the Records & Registration Office or request that their PIN be mailed.
4. Remember, students need to obtain Department Chair and Instructor signatures to enroll in closed classes. Faculty signatures alone are not sufficient to enroll in a closed class.
5. Reminder to veterans and students in the military--you do not need to take PED 103 & 203.
6. If you have questions about your academic progress, please check with your assigned advisor.
7. Has your academic advisor "released" you for web registration?
8. **Athletes & Veterans:** Enrollment must be in applicable courses in order to meet eligibility requirements; check with appropriate personnel before repeating previously passed courses to retain athletic eligibility or veterans' benefits.

According to the February 2004 issue of the US Department of Labor, Bureau of Labor Statistics, employment is projected to grow 15% from 2002-2012. This employment growth will be concentrated in the service-providing sector of the economy. The strongest growth will be in education, health, professional and business services. Construction is the only goods-producing sector in which employment is projected to grow. Nine of the ten fastest growing occupations are health or computer (information technology) occupations. To learn more about jobs, visit: <http://www.bls.gov/emp>

# ACADEMIC NEWS

**SUMMER SCHOOL:** Are you considering summer school this year? Register early for summer classes. The administration will decide by mid-April if there are enough students enrolled in May classes to hold the classes. Classes with too low an enrollment are cancelled. Decisions about June class enrollment will be made by mid-May and decisions about July classes are made about mid-June. Please visit with your advisor about summer school as soon as you receive this newsletter, but no later than two weeks before the class is set to begin.

## School of Education and Counseling

### Special Education and Counseling Department:

Beginning in the Fall of 2004, Human Service Counseling students will need to have been admitted to the major in order to register for CSL 342 (Interviewing Skills) and CSL 403 (Group Strategies). The main impact this will have on counseling majors is to plan ahead and complete the PPST Writing test early in the semester before taking Interviewing Skills. Therefore most students will need to take the PPST Writing section by the 1st semester of their junior year. Additional requirements for admission to the major are listed in the WSC General and Graduate catalog.

**Attention** - Students in the School of Education and Counseling: You must take the PPST exam. All Education majors must pass three subtests (Reading, Writing and Math) of the PPST. Counseling majors must pass the writing test. Contact the Counseling Center at 402 375-7321 for more information or register directly by calling the Sylvan Center (1-800-853-6773).

## School of Natural and Social Sciences

### Life Sciences Department:

BIO 280 (Honors Biology) will be offered in the Fall 2004.

### Physical Sciences and Math Department:

Students now have a choice of Math majors. Students can elect an Applied Math concentration or a Pure Math Concentration. Applied Math will appeal to those students who want to pursue careers in engineering or science related programs like Physics. The Pure Math Program is more theoretical for students planning to go to graduate school in Mathematics.

### Sociology, Psychology, and Criminal Justice Department:

Visit a Criminal Justice faculty member to learn more about Criminal Justice graduate's jobs. These alumni are employed as Police Officers, State Patrol Officers, Probation Officers, F.B.I. Agents and Campus Security Officers to name a few. Sign up for CJA 105 (Introduction to Criminal Justice) if these sound interesting to you.

## School of Arts and Humanities

### Language and Literature Department:

The Department of Language and Literature invites you to consider the many opportunities we offer for career enhancement and pre-professional preparation. Our English majors not only prepare you for a wide variety of careers in teaching, editing, publishing, and marketing, but also serve as a wonderful foundation for advanced study in Law, Public Administration, and many other fields. Our Modern Language programs enhance your marketability with other majors (e.g. Business, Counseling) and also prepare you for a rewarding career in teaching, government service, or international business. When the Fall Bulletin comes out, watch for courses with prefixes ENG, FRE, GER, PHI, and SPA. Come and check us out in the Humanities Building (2nd floor), or call 402 375-7103 for more information.

### Music Department:

Attention Musicians! Are you undeclared? The demand for music teachers is higher than it has been for many years.

Non-Music Majors! Students need not be music majors in order to be a part of the Music Department. If you have always wanted to learn music, we also offer private lessons for non-majors in voice, piano, or almost any other instrument. If you sing or play an instrument, you are welcome to join one of our many ensembles, including band, choir and string ensemble. Contact the Music Department for more information.

### Communication Arts Department:

A special section of CNA 100 (Health Topics) will be offered in the Fall, 2004. Any student interested in health related careers should take this section.

## School of Business and Technology

### Computer Technology & Information Systems Department:

**MAKE YOURSELF MORE ATTRACTIVE** to potential employers. Add computer knowledge and skills to the items you can document with your transcript and list on your resume. Become more confident and proficient in dealing with the ever-changing world of technology. Consider adding a minor in Management Information Systems (MIS), Computer Information Systems (CIS), or Computer Science (CSC).

All Computer Information Systems majors and Computer Science majors, please be sure to ask your advisors about the newly revised list of committee-approved electives. Your advisor can help you select the ones that fit your needs and interests.

**DID YOU KNOW** that WSC has Cisco Networking courses? Cisco is the industry leader in Networking. Prepare for the wired and wireless worlds of tomorrow. Contact a CTIS faculty member in Gardner Hall 206 for details.

CTIS (CIS, CSC, or MIS) students with business majors or business minors should visit with their advisors about whether the new Survey of Accounting course is a good choice in their academic programs or if the Accounting I and II sequence is the preferable alternative.

# ARE YOU A SUCCESSFUL STUDENT?

## EFFECTIVE STUDYING GIVES YOU CONFIDENCE.

### Set the right atmosphere.

- Study where you can concentrate without interruption — no TV, phone or friends. Study in the same place each day.
- Sit at a well-lit desk or table. (Stay away from easy chairs!)
- Don't study when you're overtired. Take a nap and come back refreshed.

### Make the most of your notes.

- Take notes efficiently — in a notebook.
- Spend a couple of minutes reading your notes right after class.
- Set aside some time each week to review your notes.

### Develop a schedule.

- Mark deadlines and exam dates for the semester on a calendar.
- Schedule several short review sessions rather than a few longer ones.
- Be realistic about how much material you can cover in one session.
- Schedule some free time, too!

### Create learning aids.

Match the study material to the aid. For example:

- Use flash cards to learn technical terms and foreign language vocabulary.
- Make charts and time lines for historical events.
- Use outlines to help break information into smaller units that are easy to remember.

### Prepare yourself.

- Attend all classes. Skipping classes now may add to your anxiety at test time.
- Ask questions, and try to pick out important information. Listen for key phrases such as, "The 3 main reasons are..."
- Get help if you have a particular problem with the material.

## WHAT IS TEST ANXIETY?

It's worry or fear caused by having to take tests. Test anxiety may cause:

### Mental Distraction

You may be unable to concentrate, and may be easily distracted by noise, uncomfortable temperature, passers-by, etc.

### Physical Symptoms

You may fidget, have "butterflies" in your stomach, a quickened heart rate or breathing, nausea, sweaty palms, a headache, etc.

### Mental Blocks

You may be unable to think effectively about the task at hand.



## WHO IS AFFECTED?

**Every student who takes a test feels some anxiety. But for some students, the feeling is so intense that it affects their performance—with serious results.**

**Some students can rise to the challenge.**

They see an exam as an opportunity to show what they know.

**Others view tests as threats.**

For example, students who've failed in the past often fear that they'll fail again.

## BE KIND TO YOURSELF

*Eat and sleep well before the exam, so you're in top form. Don't try to "cram" or stay up all night by taking caffeine or drugs. You're likely to be tired, irritable and distracted by test time.*

**A test-anxious student may do poorly on an exam even if he or she knows the material better than a classmate who is able to control anxiety.**

## Transferring Classes to WSC:

**Have you thought about taking classes at a college or university close to home this summer? If you think that you would like to pick up a few credit hours this summer, please follow these steps:**

1. Obtain a summer schedule from the college/university that you are considering.
2. Talk to your academic advisor about the classes you are considering.
3. Notify the Records and Registration Office of your plans and give them an opportunity to pre-approve your class choices. This will eliminate any questions you may have about the transferability of your summer credit.

**NOTE:** Transfer hours do not calculate into your Wayne State College GPA.

## CALENDAR



**March 10-14 (Monday-Friday):**  
Mid-term break

**March 21 (Friday):** Mid-term low grades mailed

**March 24 (Monday):** CLEP Exam

**April 1 (Tuesday):** Last Day to Withdraw from a Class. There will be no tuition or fee adjustment. (The last withdrawal date for those classes which do not meet for the entire semester will be one week following the mid-point of the class.)

**April 14 (Monday):** CLEP Exam

**Ongoing:** Advising for Undeclared students. Declared students should contact their faculty advisors for an appointment.

**April 14 (Monday):** Course registration for Fall 2003 begins via Web for Students

**April 21 (Monday):** Spring Break

**April 28 (Monday):** CLEP Exam

**April 25 (Friday):** Last day for official withdrawal from school

**April 29-May 5 (Tuesday-Monday):** Study Week

**May 6-9 (Tuesday-Friday):** Final Exam Week. (Check your final exam schedule.)

**May 10 (Saturday):** Commencement - 2:00 pm

## Reminder from Student Health

On February 12, 2003 our office mailed 120 notices to WSC students who were not in compliance with the immunization and Health form requirements. If you are one of these students, contact the Student Health Office, Room 104 of the Student Center, or call us at 375-7470. Failure to comply will cause a hold to be placed on class registration.



## BUSINESS OFFICE UPDATE

All students are required to pay any outstanding bills, library fines, parking fines, etc., prior to Summer and Fall 2003 course registration.

Students wishing to pay their account balance in monthly installments may pick up an application at the Business Office. FACTS Payment Plan applications are due in the Business Office by Friday, August 22, 2003.

Student account balance information may also be obtained via WebCat.

If you have any questions, please contact the Business Office at ext. 7517.

## From the Office of Student Health MENINGITIS IMMUNIZATION

**Meningitis:** A word that strikes fear into the hearts of parents. Many a parent thinks of this infection when their infant has a fever, is listless and irritable. But college students?

Meningitis describes an infection of the tissue and fluid that surrounds the brain and spinal cord. It is caused by viruses, bacteria, and other organisms. The most common cause in college students is the bacteria meningococcus. When it occurs, it spreads to small clusters of individuals who have close contact. In the 18-23 age group, the incidence is 1.4 cases per 100,000 per year. However, in college freshmen living in dorms, the incidence is 4.6 cases per 100,000. Even in this day of antibiotics, there is a mortality rate up to 10%.

If meningitis is rare and treatable, why mention it at all? There is a vaccine that provides protection against 2 of the 4 strains of this bacteria. The Center for Disease Control, American College Health Association, and the American Academy of Pediatrics all recommend that college freshman consider getting the vaccine. Students who are on campus please call the Student Health Office 375-7470 so we can answer your questions and arrange for you to receive the vaccine.

E-mail your advising questions to:  
[advising@wsc.edu](mailto:advising@wsc.edu)