WELCOME!

We are excited you’ve chosen to enroll in the PSEO program at St. Cloud State. This unique program allows students to challenge themselves with courses not available through their high school curriculum, as well as begin their college careers while earning dual high school and college credits. You are joining a group of approximately 350 PSEO students and a campus community of 16,000 Huskies, representing more than 80 nations. St. Cloud State University has evolved into a comprehensive university offering undergraduate and graduate degrees with nearly 200 majors, minors and pre-professional programs.

One of the strongest international programs in the Minnesota State Colleges and Universities system, St. Cloud State is in the top 3% of four-year institutions with the number of international students enrolled. With all the amenities that make college life exciting, St. Cloud State offers art galleries, an active theatre department, over 200 clubs and organizations, NCAA Division I and II athletics, club and intramural sports, indoor and outdoor recreation opportunities and a wealth of opportunities for advancing your personal and academic goals.

We are excited to assist you in this journey, and congratulate you for taking this opportunity: –PSEO Team

Before Classes Begin:

- Locate your SCSU email account through “myHuskyNet”
- Stop by the Campus Card Office in Atwood for your ID card. Bring your driver’s license, passport, or state-issued photo ID and your SCSU ID number or StarID
- Gather textbooks and materials from the Husky Bookstore in Centennial Hall (starting one week before classes)
- Meet with your guidance counselor at your high school to ensure your SCSU courses satisfy high school graduation requirements
- Determine transportation to and from campus
- Purchase parking permit from Public Safety (if desired)
- Purchase Meal Plan (if desired)
- Check D2L to see what professors have posted
- Attend Welcome Weekend (optional)
- Attend PSEO Tour program (optional)

During Your First Week:

- Attend all your classes!
- During your first week of classes, instructors will discuss course goals, expectations, attendance policies and course assignments
- Introduce yourself to instructors
- Read the syllabus for each course
- Create a weekly class/study schedule
- Locate computer labs, places to study on campus, resources and services
- Check computer labs, places to study on campus, resources and services
- Check your SCSU e-mail account regularly
- Check D2L regularly
- Go to events & meet new friends
<table>
<thead>
<tr>
<th>#</th>
<th>Section Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PREPARING YOURSELF FOR COLLEGE</td>
</tr>
<tr>
<td>2</td>
<td>STUDENT LIFE</td>
</tr>
<tr>
<td>3</td>
<td>STUDENT RESOURCES</td>
</tr>
<tr>
<td>4</td>
<td>ACADEMIC ADVISING</td>
</tr>
<tr>
<td>5</td>
<td>GUIDANCE FOR STUDENTS AND FAMILY</td>
</tr>
</tbody>
</table>
The following list of offices does not constitute the full St. Cloud State Directory, but rather some of the key offices that you may need to contact throughout your studies. The full directory can be found on our website: www.stcloudstate.edu, under the A – Z Index.

<table>
<thead>
<tr>
<th></th>
<th>Phone</th>
<th>Office</th>
<th>Website</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian Center</td>
<td>(320) 308-5449</td>
<td>American Indian Center</td>
<td>stcloudstate.edu/aic</td>
<td><a href="mailto:aic@stcloudstate.edu">aic@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Academic Learning Center</td>
<td>(320) 308-4993</td>
<td>236 Centennial Hall</td>
<td>stcloudstate.edu/aic</td>
<td><a href="mailto:aic@stcloudstate.edu">aic@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Career Services Center</td>
<td>(320) 308-2151</td>
<td>215 Centennial Hall</td>
<td>stcloudstate.edu/careerservices</td>
<td><a href="mailto:careerservices@stcloudstate.edu">careerservices@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Counseling &amp; Psychological Services</td>
<td>(320) 308-3171</td>
<td>103 Stewart Hall</td>
<td>stcloudstate.edu/counseling</td>
<td><a href="mailto:counseling@stcloudstate.edu">counseling@stcloudstate.edu</a></td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>(320) 308-3061</td>
<td>152 51 Building</td>
<td>stcloudstate.edu/esl</td>
<td><a href="mailto:esl@stcloudstate.edu">esl@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Honors Program</td>
<td>(320) 308-6623</td>
<td>216 Centennial Hall</td>
<td>stcloudstate.edu/honors</td>
<td><a href="mailto:honors@stcloudstate.edu">honors@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Husky Bookstore</td>
<td>(320) 308-1489</td>
<td>141 Atwood Memorial Center</td>
<td>stcloudstate.edu/childcare</td>
<td><a href="mailto:childcare@stcloudstate.edu">childcare@stcloudstate.edu</a></td>
</tr>
<tr>
<td>LGBT Resource Center</td>
<td>(320) 308-5166</td>
<td>100 Admin Services</td>
<td>stcloudstate.edu/veterans</td>
<td><a href="mailto:veteransresource@stcloudstate.edu">veteransresource@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Lindgren Child Care Center</td>
<td>(320) 308-3952</td>
<td>236 Centennial Hall</td>
<td>stcloudstate.edu/alc</td>
<td><a href="mailto:alc@stcloudstate.edu">alc@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Miller Learning Resource Center/Library</td>
<td>(320) 308-2151</td>
<td>215 Centennial Hall</td>
<td>stcloudstate.edu/careerservices</td>
<td><a href="mailto:careerservices@stcloudstate.edu">careerservices@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Multicultural Academic Support Center</td>
<td>(320) 308-3952</td>
<td>221 Centennial Hall</td>
<td>stcloudstate.edu/mss</td>
<td><a href="mailto:mss@stcloudstate.edu">mss@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Multicultural Student Services</td>
<td>(320) 308-3003</td>
<td>141 Atwood Memorial Center</td>
<td>stcloudstate.edu/mss/</td>
<td><a href="mailto:mss@stcloudstate.edu">mss@stcloudstate.edu</a></td>
</tr>
<tr>
<td>PSEO Team FYTP</td>
<td>(320) 308-2941</td>
<td>366 Centennial Hall</td>
<td>stcloudstate.edu/scsu4u/pseo</td>
<td><a href="mailto:pseo@stcloudstate.edu">pseo@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Placement Testing</td>
<td>(320) 308-2941</td>
<td>366 Centennial Hall</td>
<td>stcloudstate.edu/placementtesting</td>
<td><a href="mailto:placementtesting@stcloudstate.edu">placementtesting@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Public Safety</td>
<td>(320) 308-3453</td>
<td>Public Safety Building</td>
<td>stcloudstate.edu/publicsafety</td>
<td><a href="mailto:pubsaafety@stcloudstate.edu">pubsaafety@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Records &amp; Registration</td>
<td>(320) 308-2111</td>
<td>118 Admin Services</td>
<td>stcloudstate.edu/registrar</td>
<td><a href="mailto:registrationhelpdesk@stcloudstate.edu">registrationhelpdesk@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Residential Life</td>
<td>(320) 308-2166</td>
<td>Ervin House</td>
<td>stcloudstate.edu/reslife</td>
<td><a href="mailto:reslife@stcloudstate.edu">reslife@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Student Disability Services</td>
<td>(320) 308-4080</td>
<td>202 Centennial Hall</td>
<td>stcloudstate.edu/sds</td>
<td><a href="mailto:sds@stcloudstate.edu">sds@stcloudstate.edu</a></td>
</tr>
<tr>
<td>Veterans' Resource Center</td>
<td>(320) 308-2185</td>
<td>100 Admin. Services</td>
<td>stcloudstate.edu/veterans</td>
<td><a href="mailto:veteransresource@stcloudstate.edu">veteransresource@stcloudstate.edu</a></td>
</tr>
<tr>
<td>The Write Place</td>
<td>(320) 308-2031</td>
<td>117 51 Building</td>
<td>stcloudstate.edu/writeplace</td>
<td><a href="mailto:writeplace@stcloudstate.edu">writeplace@stcloudstate.edu</a></td>
</tr>
</tbody>
</table>

*Responds to the self-defined educational needs and goals of the current American Indian students and communities alike*

*Provides tutoring and assistance with study skills and time management*

*Helps students with all career planning needs and exploring majors*

*Individual counseling and workshops to promote personal development and psychological well-being*

*Assistance with placement into ESL courses if needed*

*Highly selective interdisciplinary program providing an educational foundation of the Liberal Arts and Sciences*

*On-Campus child care for infants, toddlers, and preschoolers*

*Strives to promote full inclusion of LGBT persons and allies at SCSU*

*Resource center for students of color: academic assistance, personal development, and multicultural programming*

*Resource for all PSEO questions, program policies, advising and university information*

*Placement testing including Accuplacer testing and other major specific placement exams (biology & chemistry)*

*Information about obtaining a parking permit and safety on campus*

*Assistance with navigating eServices, information about transfer credits and enrollment verification*

*Coordinates all aspects of on-campus living*

*Information regarding accommodations for a physical, cognitive or mental/emotional disability*

*Serves the unique higher education needs of students who are veterans, military members or family members*

*Tutoring for all aspects of the writing process*
University Calendar 2014-15

Fall Semester

Monday, August 25  Day and Evening Classes Begin
Monday, September 1  Labor Day Holiday
(No Classes; Offices Closed)
Thursday, October 9-
Friday, October 10  Fall Break
Tuesday, November 11  Veterans Day Holiday
(No Classes; Offices Closed)
Wednesday, November 26  Thanksgiving Break Begins 5:00 p.m.
Thursday, November 27-
Friday, November 28  Thanksgiving Break
Friday, December 12  Last Day of Classes
Monday, December 15-
Friday, December 29  Final Exams

Spring Semester

Monday, January 12  Day and Evening Classes Begin
Monday, January 19  Martin Luther King, Jr. Holiday
(No Classes; Offices Closed)
Monday, February 16  Presidents Day
(Classes in Session; Offices Closed)
Monday, March 9-
Friday, March 13  Spring Break
Friday, April 3  No Classes; Faculty Duty Day
Friday, May 1  Last Day of Classes
Monday, May 4-
Friday, May 8  Final Exams

Important Dates from Records and Registration

Fall 2014
End of Free-Drop period for PSEO  Sept. 8
Last day to add classes  Sept. 2
Last day to exchange classes  Sept. 8
Last day to drop with a “W”  Check e-Services

Calendar Available Online: stcloudstate.edu/registrar
EXPECTATIONS AND ELIGIBILITY

Post-Secondary Enrollment Options (PSEO)

Post-Secondary Enrollment Options (PSEO) is a State of Minnesota Department of Education program. Many of the policies and procedures you will hear during orientation and listed in this handbook are mandated by the State of Minnesota. There are also numerous policies listed that are established through St. Cloud State as interpreted by the University. Many of the expectations and program policies are explained in detail on our website, in your handbook, and in your PSEO enrollment agreement.

Students should understand and agree to abide by the following policies and procedures:

- Non-consumable supplies such as calculators, athletic/music uniforms, instrument rentals, lab goggles
- Basic school supplies (i.e. pens, paper, notebooks, etc.)
- Housing/Meal Plan costs
- Parking costs
- Extra/Co-Curricular Activities
- Computers
- Travel Costs

All books and materials purchased through the PSEO program are property of St. Cloud State University. You must return your books to the on-campus Husky Bookstore during buy-back week during finals. Failure to return books during that time will result in charges for all outstanding materials. You must follow all PSEO bookstore return policies. Instructions are emailed to all enrolled PSEO students at the end of each term.

In some cases, the bookstore will no longer be accepting back your textbooks or materials. You are not eligible for cash refunds. In those cases, please deliver your remaining items to First Year & Transition Programs (CH 366).

Students must maintain a minimum SCSU CGPA of 2.0 to be eligible for continued enrollment in the program. Students who fall below the 2.0 CGPA will be suspended from the PSEO program for the duration of their high school career. In case of a suspension, students are responsible for making arrangements to return to their high school. This can be difficult as our semester calendar may not match that of the high school. Future eligibility for admission and financial aid can also be affected if students do not maintain satisfactory academic progress.

SCSU PSEO Program Pays For

- Tuition and course related fees for applicable courses
- Consumable supplies such as paint, film, lab materials and other consumable supplies as required for approved courses
- Required Textbooks

Student Responsible to Pay For

- Non-consumable supplies such as calculators, athletic/music uniforms, instrument rentals, lab goggles
- Basic school supplies (i.e. pens, paper, notebooks, etc.)
- Housing/Meal Plan costs
- Parking costs
- Extra/Co-Curricular Activities
- Computers
- Travel Costs

Textbook Policy

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In some cases, the bookstore will no longer be accepting back your textbooks or materials. You are not eligible for cash refunds. In those cases, please deliver your remaining items to First Year & Transition Programs (CH 366).
PSEO AGREEMENT

2014-2015 PSEO New Student Agreement Form
As a St. Cloud State University Post-Secondary Enrollment Options (PSEO) student I understand that there are policies and expectations to which I must adhere in order to remain eligible for the program, including the SCSU Student Code of Conduct and the SCSU PSEO program policies:

☑ I understand that I am responsible for reading, understanding, and following all the guidelines and procedures listed in the PSEO student handbook and my signed student agreement form, kept on file in the First Year & Transition Programs office. I understand updates to program policies and procedures will be provided on the PSEO website.

☑ I understand that I am responsible for my own attendance in my courses and my personal academic progress and success. I will take initiative to ask questions and seek assistance from the PSEO staff, my faculty members and student support services.

☑ I understand that I must maintain a minimum cumulative SCSU GPA of 2.0 to continue my participation in the program. Failure to do so will result in my immediate and permanent suspension from the PSEO program at St. Cloud State University. I understand that I must make my own arrangements to return to my high school for subsequent terms.

☑ I understand PSEO students at SCSU are eligible to enroll in one online course, per term.

☑ I understand that I may register for 100 and 200 level courses, which are typically introductory courses and courses for which I meet the minimum posted requirements/pre-requisites. I understand that 300 and 400 level courses are upper division courses and are typically major-based courses.

☑ I understand any course numbered below “100” is not covered by PSEO as they are considered developmental coursework and not college-level work.

☑ I understand the official form of communication for SCSU and the PSEO program is my SCSU email. I agree to check my SCSU email account regularly to ensure receipt of important announcements. I am responsible for information included in the messages.

☑ I understand that I must submit my Notice of Student Registration Form (3-part form) each semester prior to registration. I understand that if I do not submit the form that I may be responsible for the charges or that my classes may be dropped. I will maintain a copy of my NOSR form to avoid any issues with submission or billing.

☑ I understand that all books and materials charged to and/or reimbursed by SCSU are property of the University. I agree to return all books/materials charged to and/or reimbursed by SCSU to the Husky Bookstore (in Centennial Hall) during finals week. I understand a hold will be placed on my account and that I must pay replacement costs for all items not returned on time.

☑ I understand that if I wish to continue my education at SCSU after high school graduation I must apply using the Undergraduate Application for Admission and submit an official high school transcript and ACT scores following the posted deadlines for admission, scholarships, financial aid and on-campus housing. I may request an application fee waiver by contacting the PSEO Team; it is not automatic.

☑ I understand that I must submit a completed application for admission by March 1st (including ACT scores) in order to receive all benefits available to PSEO students who continue their education at SCSU. Students in good standing, having earned 15+ SCSU credits through on-campus courses by the end of spring term of their senior year may be eligible for early registration opportunities. I understand that if I plan to continue at SCSU I am required to participate in an Advising & Registration Program.

☑ I understand that as a PSEO student I must meet the same conduct and academic expectations of a degree-seeking University student; status as a PSEO student is not an excuse for poor academic performance or conduct issues.

☑ I understand St. Cloud State University will notify my high school of my semester enrollment and academic performance as long as I do not have a financial hold on my account. I understand that my course registration and term grades will be submitted once per term to my high school by SCSU.

Student Name (Printed)  Student Signature  SCSU ID number  Date

___________________________________________________  (Required if student is under the age of 18)
PREPARING YOURSELF FOR COLLEGE
CAMPUS CARD
Atwood Memorial Center
www.stcloudstate.edu/campuscard

Your Campus Card serves as an official ID, and can hold important accounts:

1. Campus Cash is a prepaid, stored-value account that is the convenient, cashless way to pay on campus. You can use Campus Cash at the Bookstore, the Market Food Court, student printing and vending machines around campus.

2. Each semester students will receive $8 in a student print account. This account may be used at any SCSU computer lab to print documents.

3. Meal Plan/Munch Money is offered through the Campus Dining service. See www.scsudining.com for more information, or read through the brochure when you receive your Campus Card.

*Your campus card can also be used for admission to sporting events, free Metro bus rides, access to the fitness center, and more!

SECURING TEXTBOOKS
After registration, bring your SCSU ID card and a copy of your semester schedule to the on campus Husky Bookstore (Centennial Hall). Identify yourself as a PSEO student, and staff will assist with gathering your required materials/texts. Your items will be entered into the system, and you will sign for your books.

Occasionally, you will need to purchase a textbook or required course item that is not available in the bookstore or is only available online/off-campus. In these cases, you will be required to purchase the item(s) and complete a reimbursement form through the FYTP Office. You will also turn in a class syllabus and W-9 form. Your refund will be processed in approximately 4 – 8 weeks and a check will be sent to your home address. Please keep a copy of your reimbursement submission should you have any questions or issues.

TECHNOLOGY SERVICES
ACTIVATE STARID: www.stcloudstate.edu/its

StarID is your access to technology services at SCSU. Through the use of your StarID, you will have access to an e-mail account, network file space and web space, and the ability to perform coursework activities and locate technology-related resources.

To access your technology services, including email, go to the myHuskyNet portal. Login with your StarID and password. To locate your St. Cloud State email address, click on the MY ACCOUNT tab on the top navigation bar. Your SCSU email address will be displayed under the Email line.

Important: Your St. Cloud State email is the official form of communication at St. Cloud State. All students are required to locate their SCSU email address. You should check your SCSU email account regularly to ensure you don’t miss important announcements from offices and instructors.

Examples of official e-mail messages:
• Public Safety and campus security alerts
• Course registration information
• Messages from St. Cloud State’s president
• Library and technology notices
• PSEO deadlines and paperwork

If you have any questions related to StarID or if you have forgotten your password, please contact the Technology HelpDesk at (320) 308-2077.

Please make certain that you add pseo@stcloudstate.edu to the safe sender list in your permission status. If you do not, you may not receive important emails from the PSEO office.

PARKING PERMITS
www.stcloudstate.edu/parking

Parking permits are required in all SCSU lots. Permits for the entire academic year may be purchased through the Public Safety Department or on the Public Safety website.

• Pay Parking Lots
Pay lots are located on campus and the fee is $1.50/hour for all lots. This includes the parking ramp on campus.
• City Street Parking
If parking on a city street, please make certain that a city parking permit is not required. Most streets around our campus do require a city parking permit as indicated on the city’s signage.
http://ci.stcloud.mn.us/docs/parking.pdf
RESPECT & RESPONSIBILITY
At St. Cloud State University we are taking one of the country’s most pro-active stances to create a community that is free of oppressive interactions and relationships. We want all of our students to enjoy a healthy and engaging experience during their time at our university.

To help foster this environment, St. Cloud State requires all new students to participate in education about gender violence prevention. PSEO students are required to complete the “Respect & Consent” online program.

You will be sent specific instructions on how to complete these programs to your SCSU e-mail. If you do not complete this requirement, you will not be able to register for the following semester’s classes, so it is very important that you check your SCSU email regularly. The message will come from the Women’s Center.

Your commitment to this program, and others like it, will result in a welcoming and productive environment for all students. It will also prepare you for success in the work world. It is our collective responsibility to understand these issues and work together to create a respectful climate that allows all of our students to fully develop their personal goals while achieving academic success.

* For PSEO students, the Community through Diversity workshop is optional, but for those students who later intend to enroll as degree-seeking students, it will be required at that time.

Non-Attendance of Classes
If you register for a class(es) and do not attend/participate or stop attending/participating without officially dropping or withdrawing, you may be held responsible for payment and you will receive a failing grade for the class(es).

DRUG & ALCOHOL POLICY
Drug and alcohol abuse affects the health, safety and well-being of all employees and students and restricts the University’s ability to carry out its mission. Please review and familiarize yourself with the Drug-Free Campus and Workplace Compliance document available on the St. Cloud State Student Life & Development home page at: www.stcloudstate.edu/studentlife

CULTURAL DIVERSITY
As a St. Cloud State student, you will be a member of a university community that is committed to creating a positive supportive environment which welcomes a diversity of options and ideas for students, faculty, and staff of all cultures.

St. Cloud State is dedicated to providing equal education and employment opportunities to all persons, regardless of race, gender, age, status or physical condition. We will not tolerate racism or harassment or any derogatory remarks about a student’s race, class, age, gender or physical limitations. The best and most effective learning for tomorrow’s leaders takes place in a multicultural setting.
Preparing Yourself for College

Placement Testing

Placement testing is NOT required of all students. A student’s ACT or SAT subtest scores in reading, English, and math may determine what classes a student should take. If ACT or SAT subtest scores are below a required level, placement testing may be needed or recommended. Students may also use placement testing to test directly into major level courses in math, chemistry, biology, and other subjects. The charts and information below can be useful in determining the need and/or opportunity to take a placement exam.

Accuplacer Exams

Reading Accuplacer Exam
Required for all students who score below 21 on the ACT reading subtest AND below 18 on the ACT English subtest.

Math Accuplacer Exam
Available for students who score below the required ACT math sub-score and would like to place into higher level math, chemistry, biology, and other classes required of their intended major.

Students wanting to place into calculus (MATH 211 or MATH 221) will need to take the Math Accuplacer Exam.

NOTE: Additional courses in departments such as Physics, Engineering and Computer Science may require either a minimum Accuplacer Math score, a math course prerequisite, or a minimum ACT math sub-score.

Course Placement According to ACT Sub-Scores

English course placement:

<table>
<thead>
<tr>
<th>ACT English Sub-Score</th>
<th>English Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 or Above</td>
<td>ENGL 191</td>
</tr>
</tbody>
</table>

OR

<table>
<thead>
<tr>
<th>ACT Reading Sub-Score</th>
<th>English Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 or Above</td>
<td>ENGL 191</td>
</tr>
</tbody>
</table>

Math course placement:

<table>
<thead>
<tr>
<th>ACT Math Sub-Score Minimum</th>
<th>Math Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>Math 115, STAT 219</td>
</tr>
<tr>
<td>22</td>
<td>Math 112, 196, 201</td>
</tr>
<tr>
<td>20</td>
<td>Math 072, 193, STAT 193</td>
</tr>
<tr>
<td>Below 20</td>
<td>Math 070</td>
</tr>
</tbody>
</table>

NOTE: Please consult with your advisor as to which math course is appropriate based on your intended major.

Biology course placement:

<table>
<thead>
<tr>
<th>ACT Math Sub-Score Minimum</th>
<th>Biology Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>BIOL 151 or BIOL 152</td>
</tr>
</tbody>
</table>

Chemistry course placement:

<table>
<thead>
<tr>
<th>ACT Math Sub-Score Minimum</th>
<th>Chemistry Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>CHEM 210</td>
</tr>
<tr>
<td>20</td>
<td>CHEM 131, 160</td>
</tr>
</tbody>
</table>

NOTE: If a student does not place into CHEM 210 based on ACT Math Sub-Score or Math Accuplacer score, CHEM 160 or Math 070 is required as a pre-requisite for CHEM 210 and requires a 20 on the ACT math subtest or appropriate score on the Math Accuplacer exam.

Major Specific Placement Exams

Biology Placement Exam (for BIOL 202)
Recommended for students whose intended major is Nursing, Radiologic Technology or Pre-Occupational Therapy. If a student does not pass the BIOL 202 placement exam, BIOL 103 is the recommended prerequisite for BIOL 202 with BIOL 151 serving as an alternative prerequisite.

Chemistry Placement Exam (for CHEM 141)
Recommended for students whose intended major is Nursing. If a student does not pass the CHEM 141 placement exam, CHEM 131 is a required prerequisite for CHEM 141 and requires a 20 ACT math sub-score or appropriate score on the Math Accuplacer exam.

Placement Testing Contact Information
To schedule a testing time or for additional testing info, visit: www.stcloudstate.edu/placementtesting, or contact the First Year & Transition Program office at (320) 308-2941.
LIFE ON CAMPUS
STUDENT HOUSING

Choosing to live on campus as a PSEO student is a significant responsibility. Students should first discuss this option with their family, determining the students’ maturity, ability to live independently and cost implications. **Students will be entirely responsible for all room and board payments, and are ineligible for financial aid.** Those considering off-campus housing should understand that those arrangements are not coordinated nor controlled by the University.

Students who live on campus must abide by the policies set forth by the Office of Residential Life and the St. Cloud State Student Code of Conduct. This includes making all payments for your room and board fees, plus any additional incurred expenses. Arrangements for payments must be made prior to subsequent semester course registration and transcript release.

Housing assignments are made on a space-available basis and applications can be accessed online at:

Location: Ervin House  
Phone: 320-308-2166  
E-mail: www.stcloudstate.edu/reslife

MEAL PLANS

PSEO Students have the option to purchase a meal plan. There are four meal plans to choose from, each including varying amounts of Munch Money. Munch Money is declining balance dollars deposited on your St. Cloud State Campus Card. This money can be used to purchase a meal or snack in any Atwood Dining location. The money transfers from fall semester to spring semester but must be used by the end of the academic year.

Questions can be directed to the Residential Life Office at the number listed above or via e-mail at reslife@stcloudstate.edu. You can also view the on-campus & off-campus dining options at the following site for more information: www.scsudining.com/plans/index.html.

- Students who live in the residence halls must purchase a meal plan their first semester.

STUDENT ACTIVITIES

Campus Recreation
Campus Recreation organizes and provides a comprehensive array of programs that include: intramurals, sport clubs, open recreation, fitness programs, outdoor programs, aquatics, and other recreational services.

Location: Halenbeck Hall 102  
Phone: 320-308-3325  
E-mail: campusrec@stcloudstate.edu  
www.stcloudstate.edu/campusrec

Department of Campus Involvement
DCI provides leadership training and support for departments, individual students and groups, and registered student organizations and clubs. The department staff coordinates the student organization registration process and maintains the current listing of contacts for clubs and organizations. The department houses Civic Engagement, Greek Life, UPB, Student Organizations, Campus Programs & Spirit Groups.

Location: Atwood Memorial Center  
Phone: 320-308-2205  
E-mail: campusinvolvement@stcloudstate.edu  
www.stcloudstate.edu/campusinvolvement

Student Government Association
The Student Government Association is the student governing body that advances the needs of the student body and represents students on University committees and addresses their concerns. Members are elected annually. Executive officers and senators serve as representatives of the student body.

Location: Atwood Memorial Center  
Phone: 320-308-3751  
E-mail: stugov@stcloudstate.edu  
http://studentorg.stcloudstate.edu/stugov
STUDENT RESOURCES
STUDENT RESOURCES

ACADEMIC

Academic Learning Center (ALC)
Students may visit the Academic Learning Center to receive assistance or advice concerning studying, learning, and reading. The ALC also offers, free of charge, peer tutoring in a variety of academic subjects.
Location: Centennial Hall 236
Phone: 320-308-4993
E-mail: alc@stcloudstate.edu
www.stcloudstate.edu/alc

First Year & Transition Programs (FYTP)
FYTP is dedicated to helping students make a comfortable transition into college whether they are coming from high school, the military, or transferring from another university. The staff works hard to create opportunities for students to connect to student support offices on campus and engage students with leadership and involvement opportunities.
Location: Centennial Hall 366
Phone: 320-308-2941
Email: fytp@stcloudstate.edu
www.stcloudstate.edu/fytp

University Honors Program
Through participation in the University Honors Program, students will find a learning community that is intellectually rigorous and personally and culturally enriching. Benefits Include:
• Small class sizes (average 16 students)
• Compatibility with any academic major or minor
• Personalized advising
Location: Centennial Hall 216
Phone: 320-308-6623
Email: honors@stcloudstate.edu
www.stcloudstate.edu/honors

Multicultural Academic Support Center
The Multicultural Academic Support Center provides direct academic services to students and helps them build the skills needed to successfully complete college. It also serves as a focal point in interaction between students, faculty, and the campus community. Services available at the Center are academic advising, assistance with class scheduling, monitoring of academic progress, a computer
Location: Centennial Hall 221
Phone: 320-308-3952
E-mail: mss@stcloudstate.edu
www.stcloudstate.edu/mss

Multicultural Tutoring Program
The Multicultural Tutoring Program provides students with tutorial services for most general education classes on a daily basis or by request at the Richard R. Green House.
Location: 827 4th Avenue South, Richard R. Green House
Phone: 320-308-5392
Email: mss@stcloudstate.edu

Records and Registration
The Office of Records and Registration is the source for information about student records/official transcripts, enrollment and degree verifications, diplomas and graduation, course schedules and course registration, transfer credit evaluation, and the degree auditing report system (DARS).
Location: Administrative Services 118
Phone: 320-308-2111
Email: registrar@stcloudstate.edu
www.stcloudstate.edu/registrar

Student Disability Services
Student Disability Services provides support services for students with a physical, cognitive or mental/emotional disability. As part of St. Cloud State’s response to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA), the department facilitates and coordinates services leading to the academic success of students with disabilities.
Location: Centennial Hall 202
Phone: 320-308-4704 or 320-308-4080
Email: sds@stcloudstate.edu
www.stcloudstate.edu/sds

The Write Place
The Write Place offers online and face to face assistance to individuals and groups at every stage of the writing process from brainstorming ideas, to revising drafts, to polishing the final draft. The staff members assist students with papers from every field and level and also with job application materials. Students may make 30, 60 or 90 minute appointments at the main location, library location, or online.
Location: 51 Building room 117, and the Miller Center, 1st floor
Phone: 320-308-2031
Email: writeplace@stcloudstate.edu
www.stcloudstate.edu/writeplace
STUDENT RESOURCES

HEALTH AND SAFETY

Counseling and Psychological Services (CAPS)
Professional counselors offer a wide range of services to currently enrolled students, including individual and group experiences which facilitate the resolution of personal, social, educational, and career related concerns. Services are confidential and provided on a no-cost basis. Counseling and Psychological Services is accredited by the International Association of Counseling Services.
Location: Stewart Hall 103
Phone: 320-308-3171
E-mail: counseling@stcloudstate.edu
www.stcloudstate.edu/counseling

Public Safety
The Public Safety Department strives to provide the safest environment possible in which education may be pursued without the fear or presence of crime or violence. The Public Safety Department supports and educates students, employees, and visitors of the university in the area of personal safety and provides response in situations of need. The department provides a variety of services in an attempt to educate and maintain personal safety:
- Blue Light Phones
  These emergency and elevator call box telephones are located throughout the campus. The phones are made visible by a blue light globe on the top of these stations. These should be used in time of need (emergencies, escorts, vehicle jump starts, etc.). When activated, these phones dial directly to the Public Safety dispatcher.
- Safety Escort Program
  An on-campus (walking) escort program is provided by Public Safety for members of the University community. Escorts may be requested by calling 320-308-3333.
  text@stcloudstate.edu
  Text messaging is also provided by Public Safety. If an individual is unable to speak with the dispatcher or the situation is unsafe to make a telephone call, the Public Safety Dispatcher can receive text messages.
Location: Public Safety Building (4th Ave Parking Ramp)
Phone: 320-308-3453
E-mail: pubsafe@stcloudstate.edu
www.stcloudstate.edu/publicsafety

Star Alert
Star Alert, a free St. Cloud State emergency notification system, makes it possible for students to receive notice by—cell phone and/or email—of campus-related emergencies that threaten life, safety or severely impact campus operations.

Students are automatically enrolled in Star Alert annually. In an emergency, Star Alert will send a text message to the cell number(s) and/or email address(es) provided to SCSU via your e-Services account. Star Alert also will let you know if campus is closed or if classes are delayed or cancelled.

Tobacco Policy
St. Cloud State University is a tobacco-free campus. The tobacco-free policy is enforced on all university owned property including the River Walk and part of Barden Park. It will not be enforced on city streets and city sidewalks that are adjacent to campus.
www.stcloudstate.edu/tobaccofree

PARKING & TRANSPORTATION

Bus Services
Metro (Local) Bus
Metro Bus University Services provides many bus options for students of St. Cloud State University seven days a week, from early mornings until after midnight. Metro Bus Fixed Routes, including University and Campus Clippers, Husky Shuttle and Sundowner routes are free to St. Cloud State students through the Free Ride Program by simply using your St. Cloud State Campus Card. The main campus bus stop is located on the south side of the Miller Learning Resources Center. The Husky Shuttle runs from Q and K lots to Wick Science Building. For more information and bus schedules, check out the Ride Metro Bus website or visit the Metro Bus Information Station in the Atwood Memorial Center.
Phone: 320-251-7433
www.ridemetrobus.com/college/scsu

Northstar Link Commuter Bus
Northstar Link provides bus service from East St. Cloud direct to the Northstar Commuter Rail Line station in Big Lake and back to St. Cloud. This bus drops students off in front of the SCSU Miller Center.
Phone: 1-877-546-5010
Email: info@catchthelink.com
www.catchthelink.com

Vehicle “Jump Start” Assistance
Public Safety provides 24-hour free vehicular “jump start” assistance on campus. “Jump Starts” may be requested by calling 320-308-3333.
Lesbian, Gay, Bisexual, Transgender (LGBT) Resource Center
The LGBT Resource Center is dedicated to providing an inclusive and educational environment for all St. Cloud State students, staff, faculty, alumni, allies, and the community at large. The staff is committed to providing services and programs that foster student development and personal growth and cultivate an inclusive, open, and supportive community through education, collaboration, advocacy, services and programs. The LGBT Resource Center strives to promote full inclusion of LGBT persons and their allies at St. Cloud State and to eliminate homophobia and heterosexism.

Location: Atwood Memorial Center
Phone: 320-308-5166
E-mail: lgbt@stcloudstate.edu
www.stcloudstate.edu/lgbt

Multicultural Student Services (MSS)
The Office of Multicultural Student Services provides for the particular needs of students of color. The department provides comprehensive services by giving academic assistance, encouraging personal development, and offering multicultural programming.

Location: Atwood Memorial Center
Phone: 320-308-3003
E-mail: mss@stcloudstate.edu
www.stcloudstate.edu/mss

Women’s Center
The Women’s Center offers educational programming, advocacy and support services, a specialized resource library, and more, to respond to the varied and complex issues facing women. Issues addressed include sexual assault, rape, sexual harassment, poor body image, dating violence, crisis pregnancy, pay equity, discrimination, self-defense, women’s leadership and empowerment.

Location: Women’s Center
Phone: 320-308-4958
www.stcloudstate.edu/womenscenter
E-mail: womenscenter@stcloudstate.edu
STUDENT RESOURCES

TECHNOLOGY

Antivirus Protection
St. Cloud State provides antivirus software for Windows and Macintosh computers free to students. You can download and install it on your home computer by visiting the Web site below.
huskynet.stcloudstate.edu/protectu

Computer Labs
General Access labs, are open to all St. Cloud State students. These labs are available during daytime hours when classes are in session. Most General Access labs are also open evenings and weekends. For your assistance, student lab consultants are stationed in most General Access labs on campus. In addition, St. Cloud State offers the Virtual Lab, which allows you to use campus software from any location, 24 hours a day, 7 days a week. All you need is your HuskyNetID and Internet access.
huskynet.stcloudstate.edu/computers

myHuskyNet
The myHuskyNet student portal is a gateway to customized information regarding your campus services and campus life. You can log in once to receive access to email, D2L, file space and e-Services. In addition, you can view your course schedule, grades, computer lab seats, and much more.
myhuskynet.stcloudstate.edu

HelpDesk
HelpDesk is the technology support center for students. HelpDesk consultants can answer questions on many topics including HuskyNet, campus technology, and personal computer hardware and software.
Location: Miller Center & Atwood Locations
Phone: 320-308-2077
E-mail: helpdesk@stcloudstate.edu
huskynet.stcloudstate.edu/helpdesk

Printing
Most computer labs are equipped with black-and-white laser printers. Color printers are available in the Miller Center and Kiehle Visual Arts Center. Each semester, the Student Technology Fee account deposits $8 onto your Campus Card for printing.

Printing Costs:
• Single-sided prints: 4¢
• Double-sided prints (default setting): 7¢
• Color prints: 25¢

Technology in the Classroom
• Desire2Learn(D2L)
Instructors can use a specialized, software package to create and distribute elements of their courses online. St. Cloud State uses Desire2Learn (D2L) as its Course Management System. The system provides a variety of online options including uploading assignments, taking quizzes and listening to course lectures, all through a standard Web browser. As a student, you may be required to log in to D2L for a portion or all of your course work.
huskynet.stcloudstate.edu/D2L

• Curriculum-Related Labs
Many departments offer specialized computing resources open only to students enrolled in certain classes. The faculty teaching these classes will tell you if you need to use equipment in these labs.

• Technology Training
St. Cloud State offers free student technology workshops each semester. You can polish your skills or learn programs such as Dreamweaver, PowerPoint, Word, Excel, Minitab, Photoshop and RefWorks, plus how to get the most out of HuskyNet services. To access registration and the complete list of current workshops, visit:
huskynet.stcloudstate.edu/help/training
CAREER SERVICES

Job Searching

Whether you are looking for a job while attending high school or looking at options for after college graduation, Career Services can assist you with in a variety of areas.

- Resume and cover letter reviews
- Mock interviews
- Job search assistance
- Employer Feedback Friday Network, mock interviews, resume reviews with employers
- Seminars/Events/Job Fairs
- On-campus interviews with top employers
- Create an account on www.scsucareers.com to access positions on-campus, in Minnesota, and the United States
- Schedule on-campus interviews and research employer contacts
- Visit www.stcloudstate.edu/joblists for more resources and posting sites related to your career area

Major/Minor Searching

FOCUS2 is an online career and education planning system that is available FREE of charge to SCSU students, including PSEO. It is a self-guided, interactive program designed to help you select the right college major and plan your career based on your personal interests, values, skills, personality and aspirations. You will be able to explore career fields and major areas of study compatible with your assessment results.

To Take FOCUS2 go to www.focusCareer2.com/Portal/Login.cfm?SID=468

Your keycode is: husky

- Complete the New User Account form, then click submit.
- Before you explore careers, make sure you complete all sections of the Career Readiness and Self Assessment for accurate results.

Contact Information

e-mail: www.stcloudstate.edu/careerservices

phone: 320-308-2151
CONTACT INFORMATION

PSEO TEAM
First Year & Transition Programs
Location: Centennial Hall 366
Phone: 320-308-2941
E-mail: PSEO@stcloudstate.edu
WHO IS MY ADVISOR?

PSEO students must still rely on their high school guidance counselor to ensure adequate progress towards high school graduation. Each high school determines the minimum course load per semester, how courses transfer to the high school for credit, and which courses are acceptable choices to fulfilling high school graduation requirements. PSEO advisors in the Advising Center and First Year & Transition Programs will assist with selecting courses each semester.

All PSEO students are required to meet with an advisor and submit a new NOSR form prior to registration of classes for each semester. During this meeting, students receive an access code.

Access Code

An access code is a six-digit number that allows you to register for a specific semester. You are required to meet with your advisor and discuss course registration to receive your access code every semester before being allowed to register for classes. Access codes are not shared via email; students only enrolled in one online course who do not live within the St. Cloud metropolitan region may utilize phone appointments.

Associate of Arts (AA) Degree

PSEO students planning to pursue the Associate of Arts (AA) degree program will complete the Liberal Education Program and additional credits to total at least 60 credits, excluding credits in courses numbered below 100. Students should plan to enroll in an average of 15 credits per semester, and will work closely with their PSEO advisor and the AA advisor in Continuing Studies to meet graduation requirements.

Grades & the Grading System

Tracking college grades is very different from high school. Professors may not have running grade totals, so it is your responsibility to understand the grading for each course, based upon the syllabus. Remember that grades you earn through PSEO become a permanent part of your academic record, showing on your high school transcript and your college transcript.

At the end of each semester, grades will be posted online. Students have access to view grades at that time. First Year & Transition Programs staff will print and send transcript reports to individual high schools on behalf of the student. However, this can be a lengthy process. We encourage students to work with their high schools to ensure grades are received in an appropriate time frame.

Withdrawal from a Class

A withdraw is a course withdrawn after the drop/add period and before the withdrawal deadline. All university students have the ability to withdraw from a course. A withdrawal is denoted on your transcript as a “W” but is not calculated into your GPA. You may be financially responsible from high school. While a “W” does not factor into a GPA, it does factor into your Satisfactory Academic Progress report and will be put onto your transcript. Work closely with your guidance counselor before withdrawing from a course.

You can verify the last date to withdraw and drop from your course by hovering over the alarm clock to the right of the course name in your E-Services View/Modify class schedule. To complete the drop or withdrawal, click on View/Modify Class Schedule (left column), change semester if necessary. Click on the “X” to the left of the Course ID of the class you wish to drop. Enter your Password and click on Drop/Withdraw.

* A late withdrawal is a request to withdraw from a class after the published withdrawal deadline and is considered only for extenuating circumstances (i.e. medical, military).

Drop

Dropping a course by the deadline means the course is removed from your class schedule and the course does not appear on your transcript.

PSEO students have an additional week to ‘drop’ a course. PSEO students must drop a course within the first two weeks of the term to avoid it’s presence on their transcript. Drops must be completed through the online e-Services system by the student. It will initially show as a “W” until removed following the deadline.

Holds on Courses

If you try to register and the system indicates you have a hold on your registration, you must contact the office that placed the hold to make necessary arrangements before you can register for courses. These responsibilities can include unresolved debts (including library and parking fines), failure to comply with certain admissions requirements or academic regulations or violations of conduct codes or other University rules.
Course Load
PSEO students may enroll in up to 18 credits each semester. Students enrolling full time generally register for 12 – 15 credits. Part time students can enroll in any number of St. Cloud State credits. This load is

Pre-Requisites
A course that is required to be taken prior to enrollment of a more advanced or upper division course.

Co-Requisites
A course required to be taken simultaneously with another course. You must register for both co-requisite classes in the same semester.

Permission Required Courses
Some courses require special permission to register for the class. You will see this requirement in e-Services in the course description. To gain permission, contact the department listed.

Major Students Only
To enroll in courses listed as MAJOR STUDENTS ONLY, you must be officially admitted to a major in that department. PSEO students are ineligible to declare majors, and are ineligible for these courses.

300/400 Level Courses
Upper level courses are intended for juniors and seniors or those admitted to their major. PSEO students should use when considering these courses.

Restricted Courses
Independent study courses, internship courses, field experiences TA courses, education abroad, and developmental courses and clinical experiences are not covered under the PSEO program. (Math 070/072)

If a Course You Want is Full...

*WHEN REGISTERING FOR COURSES, YOU MAY COME ACROSS THESE TERMS OR HAVE QUESTIONS ABOUT THESE CERTAIN AREAS.*

*Remain diligent in checking the online registration system for open seats.* Students can make changes to their schedules several days into the semester, so an opening could occur at any time during that period.

*Check e-Services to see if the class you want keeps a waiting list of students wanting to register.* If there is a waiting list, an icon will appear next to that particular course. When you click on this icon, the number of students currently on the waiting list will appear, and you can add yourself to the list. If you gain a seat in the course, you will receive an email with instructions to register. You have a 24 hour window to register or your seat will be offered to the next student on the wait list. Keep in mind that not all classes utilize a waiting list.

*Try to contact the professor in person,* stopping by their office, by phone, or by email to politely inquire whether he or she anticipates being able to allow any additional students into the class. This may not be possible, but the professor may also be able to offer other suggestions.

*When possible, choose an alternate course.* Your advisor can help you determine the options that are available to you.
Online Courses

PSEO students are eligible for one online course per semester. Note some online courses have an on-campus component for proctored tests or labs. Registration for online courses is in e-Services.

How do I access my course information for the SCSU online courses?
Course materials and syllabi are available in Desire2Learn (D2L) approximately 10 days prior to the start of the semester. You may find that not all of your online course materials are available at the same time; if that is the case, check back frequently, as courses are updated each day.

What is D2L?
Your online course can be accessed through a program called Desire2Learn (D2L). You do not need any special software for this, only a computer and Internet browser. The majority of your course materials, syllabi, and online discussions or testing (required by some classes) will be housed in D2L. One day after you have officially registered for the course and have activated your HuskyNet account, you will be able to enter D2L.

How do I access D2L?
To enter D2L, go to the following site: http://huskynet.stcloudstate.edu/d2l Enter your HuskyNet ID and password. You will see the page “My D2L” with your name. The online courses that you have registered for will be listed under the current semester heading. Click on the underlined link to enter the course.

Do I need to get books for my course?
Yes, you will need to gather books for your online course. It is the student’s responsibility to gather their own course materials. If it is a financial burden to come to campus to pick up your books, materials may be sent to your high school for you to pick up. At the end of the semester, we send a reminder email of what to do with returning the materials. This is available only to students outside of the region enrolled in only one online course. In those rare cases students should contact the PSEO team to make the request. It may take up to two weeks to receive materials, so plan accordingly.

Summer Courses

PSEO students seeking to enroll in summer courses must cover all associated tuition, fees and textbooks costs on their own. Students finishing their junior year must apply as a Special Student to be eligible for summer courses.

Application can be found at: stcloudstate.edu/registrar/pdf/specialstudent-HS.pdf

Students finishing their senior year may apply as Special Students, or officially be admitted into the University for summer term depending upon their goals. Seniors may be eligible for financial aid programs as well.
INSTRUCTIONS TO ACCESS E-SERVICES,  
ST. CLOUD STATE’S COURSE REGISTRATION SYSTEM

1. Go to the St. Cloud State homepage: www.stcloudstate.edu
2. Click “myHuskyNet” on the top navigation bar
3. Enter your StarID and password
4. Click “e-services” on left menu

INSTRUCTIONS TO REGISTER FOR A COURSE

1. Click “Courses & Registration” on the left panel
2. Click “Search for a Course”
3. Change “Semester” to appropriate term of registration
4. Change “Subject” to the subject of the course being searched
5. Enter the 3-digit Course Number
6. Click the “Search” button
7. Click the Add (+) symbol for the desired course
8. The course will then be added to your Wish List
9. Click “Review My Plan”
10. Click the box net to the course ID#
11. Click “Select Course(s) to proceed to Register”
12. Enter your password in the box
13. Click “Register” (a confirmation screen will appear, indicating you are registered for the course)
14. Repeat steps 1-13 to register for more courses

NOTE: Under “Search for a Course” you can click “Expand/Collapse for advanced Search” to narrow your course search by specific goal areas, times, days, etc.
### MY SEMESTER SCHEDULE

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Common Reading Program
As a new student you may receive if it will be used in your fall classes. Fire and Forget: Short Stories from the Long War edited by Roy Scranton and Matt Gallagher. Students are expected to read the book over the summer, prior to the start of classes. There are events and a variety of programs related to the book and the issues it raises throughout the 2014-15 academic year. Visit our website for a schedule of events and more information:
www.stcloudstate.edu/commonread

Fire and Forget
Long after the wars in Iraq and Afghanistan end, their effects will continue to ripple across foreign policy, American culture, and most profoundly, among those who served. We’ve been given snapshots of war in movies, television broadcasts, and news reports. But Fire and Forget provides a new perspective through stories by fifteen talented writers who were directly involved in the recent conflicts—front line soldiers, staff officers, and a military spouse. The inception of these short stories emerged from a community of veteran writers who assembled to express their perception of war through their own literary works. The group soon began to connect with veterans outside of their program and eventually across the nation. Consequently, fifteen people made it their mission to expose the realities of war and post-war through this anthology. Fire and Forget captures the full spectrum of war and its aftermath—from Fort Hood to Fallujah, from humvees to family sedans. By putting readers in the boots—and the minds—of their characters, the authors convey the “truth” of war in a way that only fiction can.

FALL 2014 NEW STUDENT ORIENTATION
Welcome Weekend is all about making you feel at home. It is an exciting time full of opportunities to meet other new students, talk with faculty and staff, learn about the university, get ready for classes, and learn what it means to be a Husky! www.stcloudstate.edu/welcomeweekend

Saturday, August 23
Workshops:
Welcome Picnic
Parents, Friends and Family Program
Interactive event just for parents, partners and family members
American Indian Center Open House

Opening Ceremony
Annual SCSU tradition in kicking off the start of another academic year
Late Night Social
Meeting new people and free food

Sunday, August 24
Orientation Group
Meet new people while learning more about campus resources and opportunities
SCSU 101
Through this program, learn how to actively engage in the SCSU Husky community.
Annual New Student Ice Cream Social
Meeting new people and free food
LIBERAL EDUCATION PROGRAM
The SCSU Liberal Education Program is the official general education program at St. Cloud State University. Completion of the SCSU Liberal Education Program is a component of a baccalaureate degree and a requirement for graduation.

Mission: The Liberal Education Program (LEP) at St. Cloud State University is committed to the ideal of liberal education that provides knowledge, skills, and experiences and promotes critical thinking and ethical values for a lifetime of integrative learning in a diverse and changing society.

The Liberal Education Curriculum is organized into ten goals. To complete the curriculum, students must achieve the ten goals through courses or experiences and earn at least 40 credits in liberal education courses. Some goals may be satisfied by experiences other than courses (e.g., approved internship, study abroad, completion of major, or sequence of courses). Some courses may achieve two goals, and experiences may not be credit bearing, so students may complete the goals with fewer than 40 credits. Those students must complete additional liberal education courses to earn the required 40 credits. Liberal Education courses may be double counted as courses required for a major or minor. Courses used in the major may be designated as Liberal Education.

- Students must complete all ten goals and achieve a total of at least 40 credits.
- Number superscripts above the course indicate another goal to which the course may be applied.
- Students must complete 3 diversity courses which are bold and underlined. The diversity courses must come from 3 different rubrics or academic areas.
- 1 Diversity course must be an approved Racial Issues course. See Goal 7 for approved Racial Issues courses.
- See Undergraduate Catalog under University Honors Program for Honors courses which fill the goals.
- All courses listed here are 3 credits unless otherwise stated.

**REQUIREMENTS**

**Goal 1: Communication** (2 courses or experiences)

Select one of the following:

- ART 198, Research and Analytical Writing in Art (4 cr.)
- ENGL 190, Introduction to Rhetorical and Analytical Writing: Supplemental (4 cr.)
- ENGL 191, Introduction to Rhetorical and Analytical Writing (4 cr.)
- ENGL 198, Analytical and Research Writing in the Humanities (4 cr.)
- ENGL 291, Introduction to Analytical and Rhetorical Writing (ENGL 291 should be taken only in consultation with an advisor) (2 cr.)
- TH 198, Rhetorical and Analytical Writing for Theatre (4 cr.)

Students are also required to complete:

CMST 192, Introduction to Communication Studies

**Goal 2: Critical Thinking** (1 course)

- CMST 306*, Rhetoric in Popular Culture
- CMST 318, Argumentation and Advocacy
- ENGL 306*, Rhetoric in Popular Culture
- PHIL 194, Critical Reasoning
- POL 191, Introduction to Political and Legal Reasoning
- POL 192, Critical Reasoning: Issues and Events in American Politics

**Goal 3: Natural Sciences**

(2 courses, no more than 4 credits from one rubric or academic area. Include one laboratory course, indicated with *)

- AHS 104*, Introduction to Atmospheric Science
- AHS 105*, The Water Environment
- AHS 106*, Natural Hazards and Human Society
- AHS 109*, The Geologic Environment
- AHS 220*, Physical Geology Systems, 4 Cr.
- AHS 230*, Dynamic Water Systems, 4 Cr.
- AHS 260*, Introductory Meteorology, 4 Cr.
- ANTH 140, Human Origins
- ASTR 105, Astrobiology
- ASTR 106*, Concepts of the Solar System
- ASTR 107, Concepts of Stars and the Universe
- ASTR 120*, Archaeoastronomy
- ASTR 205*, General Astronomy, 4 Cr.
- BIOL 101**, Environment and Society
- BIOL 102**, The Living World
- BIOL 103*, Human Biology

*Effective May, 2014*
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**Goal 3 (continued)**

**Goal 4: Mathematical/Logical Reasoning** (1 course or experience)

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**Goal 5: History and the Social and Behavioral Sciences** (2 courses with no more than 4 credits from one rubric or academic area)

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*Effective May, 2014*
LIBERAL EDUCATION PROGRAM

Goal 6: Humanities and Fine Arts (2 courses or experiences with no more than 4 credits from one rubric or academic area)
ART 130, Studio Art for Non-Majors
ART 131*, Introduction to the Visual Arts of the World
ART 230*, Art History Survey I
ART 231*, Art History Survey II
ART 333, Art and Literature
ART 490*, Folk, Ethnic, and Indigenous Art (Diversity)
COMM 146, American Television and Cultural Diversity
COMM 220, Introduction to Mass Communications
COMM 275, Documentaries of the Holocaust
CMST 210, Performance and Everyday Life
CMST 211, Public Speaking
CMST 316, Speech Writing
DANC 142, Dance for Everyone
DANC 341*, Global Dance Perspectives
ENGL 184, Introduction to Literature
ENGL 201, Classics of Literature
ENGL 202, Myth, Legend, and Sacred Literatures
ENGL 203*, Gender Issues in Literature
ENGL 215, American Indian Literature
ENGL 216*, African American Literature
ENGL 305, Lesbian, Gay, Bisexual, Transgender Literature
ENGL 306*, Rhetoric in Popular Culture
ETHS 301, Special Topics in American Indian Studies
ETHS 307, Chicano/a Cultural Expressions
ETHS 345*, Asian Pacific Americans in Popular Culture
FREN 110*, Introduction to French Culture
FS 175, Film and Culture
FS 260, The Art of Film

Goal 7: Human Diversity (1 course or experience. All are approved Racial Issues courses.)
CSD 130*, Introduction to Speech-Language Pathology and Audiology
ENGL 216*, African American Literature
ETHS 111, Race in America
ETHS 201, Introduction to Ethnic Studies
ETHS 205, Introduction to Chicano/a Studies
ETHS 210, Introduction to American Indian Studies
ETHS 215, Introduction to Asian American Studies
ETHS 310, American Indians in the Social Science Curriculum

Goal 8: Global Perspective (1 course or experience)
AFST 250*, Introduction to African Studies
ANTH 101*, Introduction to Anthropology
ART 131*, Introduction to the Visual Arts of the World
ART 230*, Art History Survey I
ART 490*, Folk, Ethnic, and Indigenous Art
ASTR 120*, Archaeoastronomy
BLAW 230, Consumer and Personal Law
BRIT 101, Introduction to the British Cultural Experience, 1 Cr.
BRIT 201, Reflections to the British Cultural Experience, 2 Cr.
CFS 260, Children in a Changing World
CMST 330, Intercultural Communication
CMTY 200*, Cities, Suburbs, and Small Towns
ETHS 220, Introduction to African American Studies
ETHS 470, The Black Community
HIST 109*, Race in America
HIST 102, Human Relations and Race
JWST 180, Anti-Semitism in America
SOC 268, Race and Ethnicity
WS 220*, Race and Gender in the U.S.

CSD 230, Global Perspectives on Communication Disorders
DANC 341*, Global Dance Perspectives
EAST 250*, Introduction to East Asia
ECON 350, Economics of Developing Countries
ETS 182, Modern Technology and Civilization
ETS 183*, Technology and Third World Development
ETS 185*, Energy Resources and Issues
FORL 101, Elementary Foreign Language I, 4 Cr.
FORL 102, Elementary Foreign Language II, 4 Cr.
FORL 201, Intermediate Foreign Languages I, 4 Cr.
FORL 202, Intermediate Foreign Languages II, 4 Cr.
FREN 101, Elementary French I, 4 Cr.
GEOG 270, Introduction to Cultural Geography
GER 110*, Introduction to German Culture
HUMS 250, Introduction to the Humanities
IM 260, Exploring Digital Media
MUSM 100, Introduction to Musical Concepts
MUSM 123, Experiencing Live Music
MUSM 125*, Music in World Culture
MUSM 126, History of Rock and Roll Music
MUSM 229, Jazz History
MUSP 110-148, Private Lessons, 1-3 Cr.
MUSP 159*, World Drumming Group, 1 Cr.
MUSP 155-367, Ensembles, 1 Cr.
PHIL 111*, Multicultural Philosophy
PHIL 112, Philosophical Explorations
PHIL 211*, Philosophy and Feminism
PHIL 212*, Moral Problems and Theories
PHIL 221, Philosophy of Religion
PHIL 222, Existentialism
PHIL 251, History of Western Philosophy I
PHIL 252, History of Western Philosophy II
REL 100*, World Religions
REL 150, Introduction to the Old Testament/Hebrew Bible
RUSS 110*, Introduction to Russian Culture
SPAN 110*, Introduction to Spanish-Speaking Cultures Through Film and Music
TH 130*, World Theatre
TH 148, Acting for Everyone
TH 270*, American Musical Theatre
WS 330, Gender and Popular Culture

Effective May, 2014
(Goal 8, continued)
FREN 102, Elementary French II, 4 Cr.
FREN 110*, Introduction to French Culture
FREN 201, Intermediate French I, 4 Cr.
FREN 202, Intermediate French II, 4 Cr.
GEOG 111, Introduction to Global Geography
GER 101, Elementary German I, 4 Cr.
GER 102, Elementary German II, 4 Cr.
GER 110*, Introduction to German Culture
GER 201, Intermediate German I, 4 Cr.
GER 202, Intermediate German II, 4 Cr.
GLST 195*, Global Society and Citizenship
HIST 101*, Studies in World History
HIST 106*, Historical Studies
HIST 150*, Twentieth Century World
HIST 210*, Western Civilization I: Antiquity to 1500
HIST 211*, Western Civilization II: 1500-Present
HURL 303*, Global Social and Environmental Justice
IM 204*, Research Strategies in a Changing World
JPN 101, Elementary Japanese I, 4 Cr.
JPN 102, Elementary Japanese II, 4 Cr.
JPN 201, Intermediate Japanese I, 4 Cr.
JPN 202, Intermediate Japanese II, 4 Cr.
LAST 250*, Introduction to Latin America
LIB 290, Social Media in a Global Context
MGMT 260, Principles of International Business
MKTG 100, Contemporary Business Concepts
MKTG 200, Principles of Entrepreneurship
MUSP 159*, World Drumming Group, 1 Cr.
PHIL 111*, Multicultural Philosophy
PHIL 211*, Philosophy and Feminism
PHIL 484*, Global Business Ethics
POL 101, Political Ideas and Institutions
POL 251, Introduction to World Politics
POL 333, Latin American Government and Politics
POL 334, Middle East Government and Politics
POL 335, African Government and Politics
POL 337, Emerging Political Issues in the Non-western World
POL 434, Politics of the Arab Peninsula
POL 436, Southeast Asian Governments and Politics
REL 100*, World Religions
RUSS 101, Elementary Russian I, 4 Cr.
RUSS 102, Elementary Russian II, 4 Cr.
RUSS 110*, Introduction to Russian Culture
RUSS 201, Intermediate Russian I, 4 Cr.
RUSS 202, Intermediate Russian II, 4 Cr.
SOC 273*, Sociology of Gender
SPAN 101, Elementary Spanish I, 4 Cr.
SPAN 102, Elementary Spanish II, 4 Cr.
SPAN 110, Introduction to Spanish Speaking Cultures Through Film and Music
SPAN 201, Intermediate Spanish I, 4 Cr.
SPAN 202, Intermediate Spanish II, 4 Cr.
TH 130*, World Theatre
WS 340, Global/Transnational Feminisms

Goal 9: Ethical and Civic Responsibility (1 course or experience)
CMTY 195, Community and Democratic Citizenship,
ECE 101, Introduction to the Engineering Profession (Same as MME 101)
ECON 195, Economics and Democratic Citizenship
GLST 195*, Global Society and Citizenship
HIST 195*, Democratic Citizenship
HURL 201*, Non-Oppressive Relationships I
MME 101, Introduction to the Engineering Profession (Same as ECE 101)

Goal 10: People and the Environment (Minimum 1 course)
AHS 106, Natural Hazards and Human Society
ANTH 352, Human Ecology
BIOL 101*, Environment and Society
BIOL 102*, The Living World
BIOL 152*, Organismal Diversity, 4 Cr.
CHEM 105, Chemistry and the Environment
ETS 185, Energy Resources and Issues
ETS 260, Introduction to Environmental Studies
ETS 363, Resource Management
MUSP 159*, World Drumming Group, 1 Cr.
PHIL 111*, Multicultural Philosophy
PHIL 211*, Philosophy and Feminism
PHIL 484*, Global Business Ethics
POL 101, Political Ideas and Institutions
POL 251, Introduction to World Politics
POL 333, Latin American Government and Politics
POL 334, Middle East Government and Politics
POL 335, African Government and Politics
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RUSS 202, Intermediate Russian II, 4 Cr.
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SPAN 102, Elementary Spanish II, 4 Cr.
SPAN 110, Introduction to Spanish Speaking Cultures Through Film and Music
SPAN 201, Intermediate Spanish I, 4 Cr.
SPAN 202, Intermediate Spanish II, 4 Cr.
TH 130*, World Theatre
WS 340, Global/Transnational Feminisms

DIVERSITY COURSES NOT INCLUDED IN THE LIBERAL EDUCATION PROGRAM:

ED 250, Children's Rights | ED 374, Multicultural Children's Literature | ETHS 350, Minorities in Latin America | HURL 101, Human Relations, Harassment and Personal Behavior
HURL 105, Racism and Education | HURL 206, Understanding Oppression, 1 cr. | HURL 497, Human Relations for Teachers I | HURL 498, Human Relations for Teachers II, 1 cr.
LAST 350, Minorities in Latin America | PESS 125, Social Dance | SOV 100, Intro to Soviet and Eurasian Studies

Effective May, 2014
GUIDANCE FOR STUDENTS AND FAMILY
GUIDANCES FOR STUDENTS AND FAMILY

As your student prepares for college, even PSEO, your parent-child and family member relationships are in transition to a new stage. This page offers discussion topics to keep in mind as you navigate through this new experience with your college student.

Students of today look up to their parents as mentors and role models. One of the most important and valuable things parents can offer their college students is support and encouragement. Positive reinforcement from parents is crucial to their students’ college success. It is important that advisors, students, and parents support each other in helping students make responsible decisions that will shape their future. Young college students are in the process of realizing their autonomy. As parents, it is important to let your children do things for themselves. This fosters personal development and allows students to emerge as capable adults. Trust the judgment and wisdom of the advisor. Allow your children to experience and appreciate the exciting challenges college life can bring. Source: Menezes, M. D. (2005). Advisors and parents: Together building stronger advising relationships.

Student Role

Student responsibility is the key to a successful and meaningful college experience. Students bear the ultimate responsibility for their personal and academic progress. Students:
• Are responsible for learning and understanding;
• Monitor their own academic progress
• Know the degree requirements
• Communicate with the advisor regarding issues and/or concerns about academics or student life
• Attend classes
• Manage time for class preparation
• Become familiar with university resources.

Parent/ Family Role

Parents and family members:
• Are available to support and encourage
• Maintain regular contact
• Make a plan about how you and your student will communicate – when and how often
• Discuss academic expectations, including the importance of regular class attendance and study times
• Ask about classes, not just to ‘check-up’, but also to express interest in what they are learning
• Encourage their students to work towards establishing a good mix for academic work, social life, possible employment, and involvement in valuable co-curricular activities
• Offer advice when appropriate
• Allow students to make mistakes in this safe environment.
• Be a coach rather than a problem solver
• Encourage students to do things they can do for themselves. It is vital that students learn to deal with issues that concern them. For example, encourage your student to contact his or her advisor. Good advising requires face-to-face communication between student and advisor. Learning how to seek assistance is an important part of learning to succeed.

Family Education Rights and Privacy Act

The Family Education Rights and Privacy Act of 1974, commonly referred to as FERPA, is a federal law that protects the privacy of student educational records. This federal law prohibits the university to share student records, including grades, with anyone but the student. Your student can choose to share information, such as grades, with you. It is important to discuss with your student expectations about sharing this information. Clarify in advance how you will handle this situation.

PSEO Parent/Family Listserv

Parents and family of PSEO students can join our PSEO email listserv for news and program updates. To join, email PSEO@stcloudstate.edu stating you would like to join the PSEO Parent/Family Listserv Please add PSEO@stcloudstate.edu to your save sender list to ensure receipt of the email updates.
ATTENDING COLLEGE AFTER HIGH SCHOOL

Application
We encourage you to apply to St. Cloud State to continue your post-secondary education after highschool.

Apply for admission by submitting an application, for degree admission, official high school transcript, ACT/ SAT scores, and request an application fee waiver from the FYTP office. Students admitted by March 1st will be automatically considered for merit-based Admissions Scholarships. We encourage early application.

Financial Aid/Scholarships
Students who are admitted for Fall 2015 by March 1st will be automatically considered for St. Cloud State merit based scholarships. We encourage early application to ensure your application is processed prior to the deadline.

Apply for financial aid by submitting your FAFSA (St. Cloud State School Code: 002377) and the St. Cloud State Application for Financial Aid. We encourage early application (March 1st) to ensure best access to limited programs (i.e. Grants, Work study).

Numerous other scholarships exist to reward high achieving and motivated students. To apply for these donor-sponsored scholarships, submit the St. Cloud State Honors & Scholarship application by January 25. Forms are available online at: www.stcloudstate.edu/scsu4u/financing/first-year.asp

University Honors Program
Through participation in the University Honors Program, students will find a learning community that is intellectually rigorous and personally and culturally enriching. Benefits Include:
• Small class sizes (average 16 students)
• Compatibility with any academic major or minor
• Personalized advising

Advising & Registration Day Programs
All new students must attend an Advising and Registration Day (including former PSEO). At this day, students learn about SCSU and register for courses Students eligible for the advanced Advising Program must attend and participate to earn the advance registration. Students who participate in the PSEO program that are admitted to the University by March 1 who earn a minimum of 15 on-campus PSEO credits prior to the end of spring semester 2015 will be eligible for an advance Advising Day program. Participation in this program will allow PSEO students to register for fall courses in advance of other new students.

Students who are admitted late or who have not earned the minimum credit load must attend a summer Advising & Registration Day program prior to fall course registration. More details on these programs are available online at:
www.stcloudstate.edu/advisingdays

Transferring St. Cloud State credits
For students who intend to enroll at another college/university after their PSEO experience, we recommend making contact with that university’s admission office. Work with their staff to determine appropriate St. Cloud State courses for transfer. For students planning to enroll at a MnSCU campus, we encourage you to follow the St. Cloud State Liberal Education Program to remain consistent with the Minnesota Transfer Curriculum. Students will also need to send an official transcript to the campus. MnSCU campuses have access to St. Cloud State transcripts for free.
**Access Code**
An access code is a six-digit number that allows you to register for a specific semester. You are required to meet with your advisor to receive your access code every semester before being allowed to register for classes.

**Advisor**
PSEO team members are advisors for PSEO students at SCSU. They are located in the FYTP office in CH 366.

**Co-Requisites**
A course required to be taken simultaneously with another course. You must register for both co-requisite classes in the same semester.

**Credit Completion Rate (CCR)**
The number of successfully completed credit hours divided by attempted credit hours. Students are required to maintain a 67% credit completion rate to remain in good academic standing. The CCR includes completed credits at both SCSU and transfer schools.

**Credit Hour**
The number of credits a course is worth is based on the number of hours a class meets per week. Courses at SCSU are most commonly three credit hours and generally meet for three hours a week. At SCSU, you are required to successfully complete a minimum of 120 credits to earn a baccalaureate degree.

**Dean’s List**
PSEO students are eligible for the Dean’s List. SCSU official policy states: “The University recognizes outstanding scholastic achievement by awarding certificates each semester, with the exception of summer semester, to students who earn a grade point average of 3.75 or better. A student must complete at least nine credits of ABCDF-graded courses to be eligible for the award.”

**Dropped Course**
Dropping a course by the deadline means the course is removed from your class schedule, you are not charged for the course, and the course does not appear on your transcript.

**Elective**
An academic course that counts towards the overall number of credits required to graduate. Students may need elective credits to reach the minimum 120 credits required to earn a baccalaureate degree.

**e-Services Account**
Online access to your grades, registration, housing and meal plan, change of address, fees statement, and paying your bill online.

**Federal Education and Privacy Rights Act (FERPA)**
Please refer to “Family & Friends” page.

**Free Application for Federal Student Aid (FAFSA)**
This online application (www.fafsa.gov) calculates your Expected Family Contribution (EFC). Completing the FAFSA is the application for federal and state grants, loans, and work study.

**General Education**
This is the primary component of a baccalaureate degree that distinguishes it from a career training or vocational program. These courses allow you to explore your interests and provide for the development of transferable skills which apply to all career choices.

**Grade Point Average (GPA)**
The average obtained by dividing the total number of grade points earned by the total number of credits completed with a letter grade. GPA is calculated for a single semester as well as cumulatively (the average of your grades for all semesters and courses).

**Holds on Your Account**
A hold may be placed on your account for failure to comply with various university policies or meet established deadlines. Holds may affect your registration and academic record. A hold may prevent you from 1) registering for subsequent terms(s), 2) accessing your grades, and 3) receiving a copy of your transcript.
Glossary

Liberal Education Program (LEP):
The general education program at SCSU. The LEP is comprised of 40 credits and is organized into 10 goals. It meets all of the Minnesota Transfer Curriculum requirements.

Non-Attendance
If you register for a class(es) and do not attend/participate or stop attending/participating without officially dropping or withdrawing, you may be held responsible for payment and you will receive a failing grade for the class(es).

Notice of Student Registration (3-part form)
The NOSR form is filled out by you and your high school guidance counselor before each semester of taking PSEO courses.

Online Courses
PSEO students are eligible for one online course per term.

Permission Required Courses
In e-Services, a course may say “Permission Required” which means you need permission from the department listed to be admitted into the course.

Placement Testing
Testing is required for students who want to take an English or Math course but have not taken the ACT or scored above the set criteria.

Pre-Requisites
A course that is required to be taken prior to enrollment of a more advanced or upper division course.

Post Secondary Enrollment Options
This program allows students to take college courses tuition free, saving both time and money on completing a college degree.

Registration Hold
A block that prevents you from being able to register for classes for a specific semester. Registration holds can be put on for a multitude of reasons. You may check with your academic advisor or the department that placed the hold for further information about how to clear the hold.

Registration Window
Your registration window states the earliest date and time that you will be able to register for courses. Your registration date for each semester is typically based on the number of credits completed.

Satisfactory Academic Progress (SAP)
You must maintain SAP to remain eligible for federal and state financial aid and to remain in good academic standing. Some private loans (e.g., Minnesota SELF Loan) also require that you maintain SAP. Satisfactory academic progress includes cumulative SCSU grade point average, completion percentage (courses attempted v. courses completed), and maximum timeframe (180 attempted credits). See the policy at: www.stcloudstate.edu/financialaid/policies SatisfactoryAcademicProgress.asp

StarID
A username and password used across the MnSCU (Minnesota State College and University) system to provide access to most university services including e-Services, D2L and SCSU email. A StarID will contain 2 letters, 4 numbers, and 2 more letters.

Syllabus
A summary outline of a course. A syllabus typically includes objectives of the course, assignments, grading techniques, and a schedule for the course.

Summer Courses
PSEO students seeking to enroll in summer courses must cover all associated tuition, fees and textbooks costs on their own.

Transcript
A comprehensive record of your academic progress including transfer credits, credit earned by exam, and earned degree.

Withdraw
A withdraw is a course withdrawn after the drop/add period and before the withdrawal deadline. A withdrawal is denoted on your transcript as a “W” but is not calculated into your GPA. Before withdrawing from a class, you need to talk with your high school guidance counselor.