

UC MERCED

ssha

A D V I S I N G

Academic Advising: Supporting Your Educational Journey

New Student Orientation – *Summer 2018*



Orientation Learning Outcomes

Introduction to the School of Social Sciences, Humanities, and Arts (SSHA)

Majors and Minors

Degree Requirements

Advising Services

Academic Success - Responsibilities of an advisee

Academic Planning: SSHA Academic Advising Staff



Brenda
Maldonado-Rosas

Advises last
names:

S-Z



Armando
Contreras

Advises last
names:

G-L



Kou
Her

Advises last
names:

M-R



Kitsya
Macias

Advises last
names:

A-F



Jesus
Galvan



Sam
Lopez-Martinez

SSHA Programs

Majors/Minors

SSHA Majors and Minors

Majors

Anthropology, B.A.
Cognitive Science, B.A. & B.S.
Critical Race and Ethnic Studies, B.A.
Global Arts Studies Program, B.A.
Economics, B.A.
English, B.A.
History, B.A.
Management and Business Economics, B.S.
Philosophy – (not available for Transfer students)
Political Science, B.A.
Psychology, B.A.
Public Health, B.A.
Sociology, B.A.
Spanish, B.A.

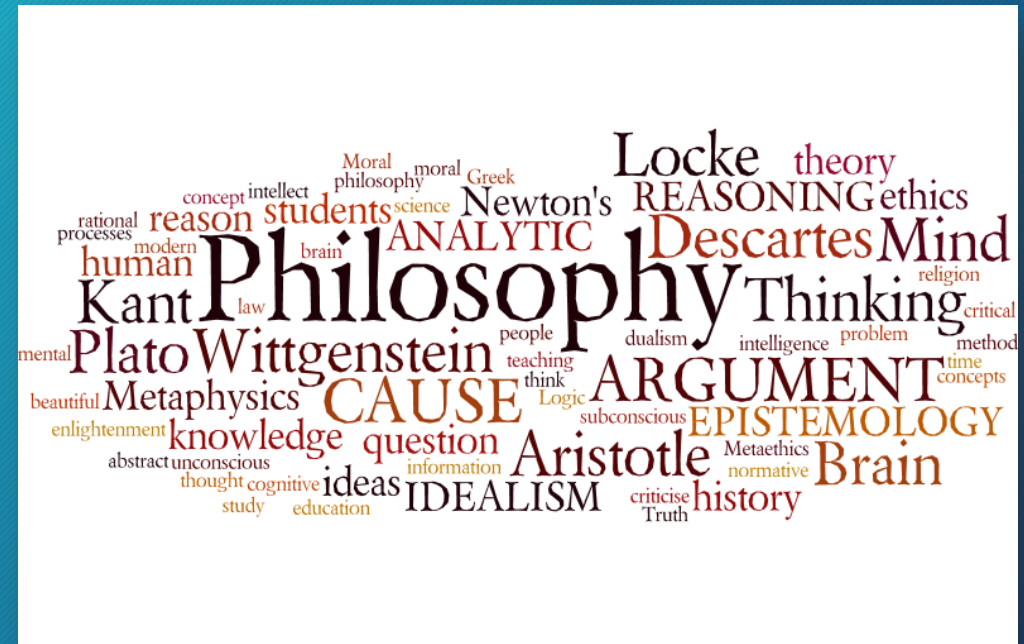
Minors

American Studies	Management and Business Economics
Anthropology	Philosophy
Chicano/a Studies	Political Science
Cognitive Science	Psychology
Community Research and Service	Interdisciplinary Public Health
Economics	Sociology
English	Spanish
Global Arts Studies Program	World Heritage
History	Writing

New Major – Philosophy

Philosophy provides students with an understanding of the principles, methods, and areas of application of contemporary philosophy. **Philosophers study conceptual questions within and between the humanities, arts and sciences: What is freedom? What is justice? What is the relation between mind and brain?** Philosophy at UC Merced combines a traditional curriculum with an emphasis on these interdisciplinary linkages. Because of this, students should be able to use their training in philosophy to complement their other coursework and to identify connections between their various areas of study.

Interested in learning more about PHIL? Enroll in **PHIL 001, PHIL 002, PHIL 003** in the Fall. *The PHIL major is not available to incoming transfer students.*



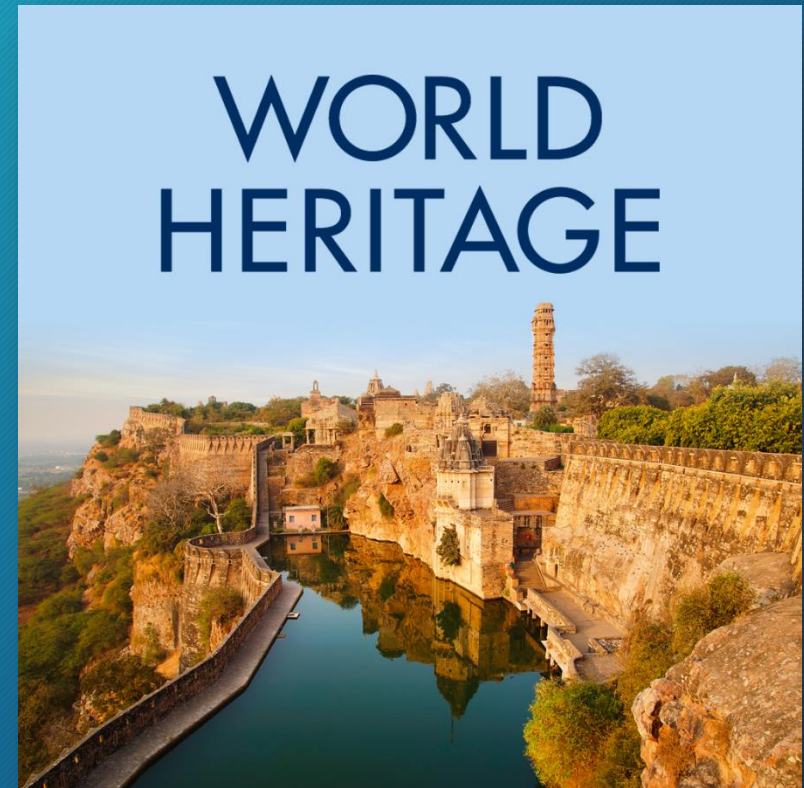
New Minor – World Heritage

The World Heritage minor focuses on the natural heritage and cultural legacy of the human past, and how it is reflected today in places, landscapes, and intangible aspects of our cultures, including traditions, oral histories, song, music, dance, drama, skills, cuisine, crafts, and festivals. This program offers coursework and applied labs in:

- Studying and mapping monuments
- Buildings
- Managing cultural and natural heritage sites and landscapes using Remote Sensing, 3D visualization technologies, Geographic Information Systems, and digital data curation.

Students may minor in World Heritage to strengthen their skills in the documentation, analysis, interpretation, visualization, and management of heritage places and resources with an emphasis in either cultural and/or natural attributes. The program prepares students for heritage careers in historic preservation, heritage tourism, cultural and natural resource management, and global policies on heritage or a combination of such disciplinary approaches.

Interested in learning more about World Heritage? Enroll in **WH 002: Intro to Digital Heritage** in the Fall.



Change of Major/Minor Policy

- Students are not permitted to change majors or add a minor(s) until their second semester
- Students must have a cumulative GPA of a 2.0 or higher
- Students must have completed less than 90 units
- Transfer students who wish to change their major within SSHA must meet the major admission criteria and major/minor policy at the time they wish to change their major
 - If you are thinking of changing your major, please speak to an advisor today
- Must fill out a Change of Major or Change of Minor form to be approved by the Dean of the School to which the major or minor is housed in

UNIVERSITY OF CALIFORNIA, MERCED
Office of the Registrar

5200 N. Lake Rd., Merced, CA 95343 / Phone: (209) 228-7178 / Fax: (209) 228-4694 / registrar@ucmerced.edu

Undergraduate
Major Change

Complete all information, sign your request, obtain approval from the School of your desired major and return this form to the Students First Center. Admission into a major program may be denied or deferred if the student is in academic difficulty or has a grade point average (GPA) of less than 2.0 in courses required for the selected major. Except under unusual circumstances, no change of major will be permitted after a graduate. This form is due to the Students First Center no later than the third week of any semester. Forms submitted after the third week of the semester will be processed with a future effective term and will be reflected on MyAcad in that future term.

Personal Information

First Name _____ Last Name _____
Middle Initial _____
UICM ID Number _____
E-mail _____ Phone Number _____
M1 _____

I certify that I am the above named person, the information I have provided is accurate, and I have read, understood, and accept the instruction regarding major, minor, and concentration changes.

Student Signature _____ Date _____

Major Information

☐ Check this box if you would like to remove your name.

School of Natural Sciences

☐ Applied Mathematical Sciences BS - Computational and Data
☐ Applied Mathematical Sciences BS - Computer Science
☐ Applied Mathematical Sciences BS - Computer Science
☐ Applied Mathematical Sciences BS - Economics
☐ Applied Mathematical Sciences BS - Engineering
☐ Applied Mathematical Sciences BS - Environmental
☐ Applied Mathematical Sciences BS - Physics
☐ Biological Sciences BS - Developmental Biology
☐ Biological Sciences BS - Ecology and Evolutionary Biology
☐ Biological Sciences BS - Human Biology
☐ Biological Sciences BS - Microbiology and Immunology
☐ Biological Sciences BS - Molecular and Cell Biology
☐ Chemical Sciences BS - Biological Chemistry
☐ Chemical Sciences BS - Chemistry
☐ Chemical Sciences BS - Environmental Chemistry
☐ Chemical Sciences BS - Mineral Chemistry
☐ Earth Systems Science BS
☐ Physics BS
☐ Physics BS - Atomic/Molecular/Optical/Condensed Matter
☐ Physics BS - Astrophysics
☐ Physics BS - Oceanic Emphasis
☐ Physics BS - Mathematical Physics

School of Social Sciences, Humanities, and Arts

☐ Anthropology BA
☐ Cognitive Science BA
☐ Cognitive Science BS
☐ Economics BA
☐ English BA
☐ History BA
☐ Global Area Studies BA
☐ Psychology BA
☐ Management and Business Economics BS
☐ Political Science BA
☐ Sociology BA
☐ Spanish BA

School of Engineering

☐ Biomechanical Engineering BS
☐ Computer Science and Engineering BS
☐ Environmental Engineering BS
☐ Materials Science and Engineering BS
☐ Materials Science and Engineering BS
☐ Nanotechnology
☐ Mechanical Engineering BS

Freestudent Only:

☐ Undeclared, Undeclared
☐ Undeclared, Engineering
☐ Undeclared, Natural Sciences
☐ Undeclared, SUSA

New Advisor Signature _____

New Design Signature (or designee) _____

Notes (including changes in catalog year): _____

Date _____

Date _____

Processed by _____

Date _____

Updated: 06/14/2016

Print Form

Degree Requirements



CatCourses



Webmail



myBox

Welcome

Campus

My Courses

WebMail

Academics

myTools

Training

Students

Alumni

Employees

+ Add Tab

CUSTOMIZE

O365 WEBMAIL



o365 WebMail

Access your o365 WebMail with a click of a button.

STUDENT SERVICES



myCourseUpdates



myGraduateAdmissions



myDegreePath



myBill



myFinancialAid



myHousing



myPersonalInfo



myStudentRecord



myRegistration



myRegistrationTime



My1098-T

ANNOUNCEMENTS

Topic

Announcement

Continuing Students Final grades from professors due at noon: Tuesday, Dec. 19 2017

Continuing Students Limited Services - Financial Aid 12/14/17 & 12/19/17
Limited services available 12/14/17 & 12/19/17 in the Office of Financial Aid & Scholarships to allow for staff training/development. Students First Center (SFC) staff will be available during normal business hours and can assist with many questions.

Continuing Students Final exams: Dec. 9 & Dec. 11 – Dec. 15
Go to MyRegistration for exam dates and times

Continuing Students Health Insurance Waiver for Spring 2018: Now OPEN!
Deadline: January 8, 2018
Health Insurance Waiver for Spring 2018: Now OPEN!
Deadline: January 8, 2018

Continuing Students Spring 2018 Health Insurance Waiver Open: Nov. 13, 2017.
Spring 2018 Health Insurance Waiver Application period opens November 13, 2017 through January 8, 2018. Applications must be submitted by no later than 11:59pm on January 8, 2018.

Archives...

 My Subscriptions


MYSTUDYABROAD



Endless
Discovery
UC MERCED
INTERNATIONAL AFFAIRS
STUDY ABROAD

Access the MyStudyAbroad Portal to browse programs and deadlines, apply for study abroad, or schedule appointments.

STUDENTS FIRST

Contact Us 

Students First Center

Call us! 209.228.7178

Email
us! studentsfirst@ucmerced.edu

Running a Degree Audit using MyDegreePath

Running a Degree Audit using MyDegreePath

The screenshot shows the MyDegreePath web application. At the top, the logo "my degree PATH" is displayed, with "my degree" in a blue script font and "PATH" in a bold, gold, sans-serif font. To the right of the logo is a graduation cap icon. Below the logo, there is a navigation bar with tabs: "Audits", "Plans", "Exceptions", and "Transfer Evaluations". The "Audits" tab is selected and highlighted with a red circle. A dropdown menu is open under "Audits", showing options: "Request New", "Manage", and "Program Matcher". The "Request New" option is also highlighted with a red circle. To the right of the navigation bar, there is a "Select your style:" label followed by three colored circles (blue, yellow, and white). Below the navigation bar, the main content area is titled "Plans ?". There is a sub-header "Catalog: Fall 2014" and a paragraph of text: "You may see more than one option for each major. These are different based on your catalog year. Make sure to select the roadmap for your catalog/effective year. If you select the wrong roadmap, you can return to choose a different option by clicking the box with the degree name." Below this text, there are two buttons: "My Plans" and "Create a New Plan". Below the buttons is a table with the following columns: "Preferred", "Edit Plan", "Action", "Updated", "User", and "PDF". The table is currently empty. At the bottom of the page, there is a note: "You can only select one plan to be your preferred plan by selecting the star icon. This will be the plan used when meeting with your advisor." and a footnote: "* Indicates a plan without associated roadmap".

my degree PATH

Select your style: ● ● ●

Audits Plans Exceptions Transfer Evaluations

Request New
Manage
Program Matcher

Plans ?

Catalog: Fall 2014

You may see more than one option for each major. These are different based on your catalog year. Make sure to select the roadmap for your catalog/effective year. If you select the wrong roadmap, you can return to choose a different option by clicking the box with the degree name.

My Plans Create a New Plan

Preferred	Edit Plan	Action	Updated	User	PDF

You can only select one plan to be your preferred plan by selecting the star icon. This will be the plan used when meeting with your advisor.

* Indicates a plan without associated roadmap

Running a Degree Audit using MyDegreePath

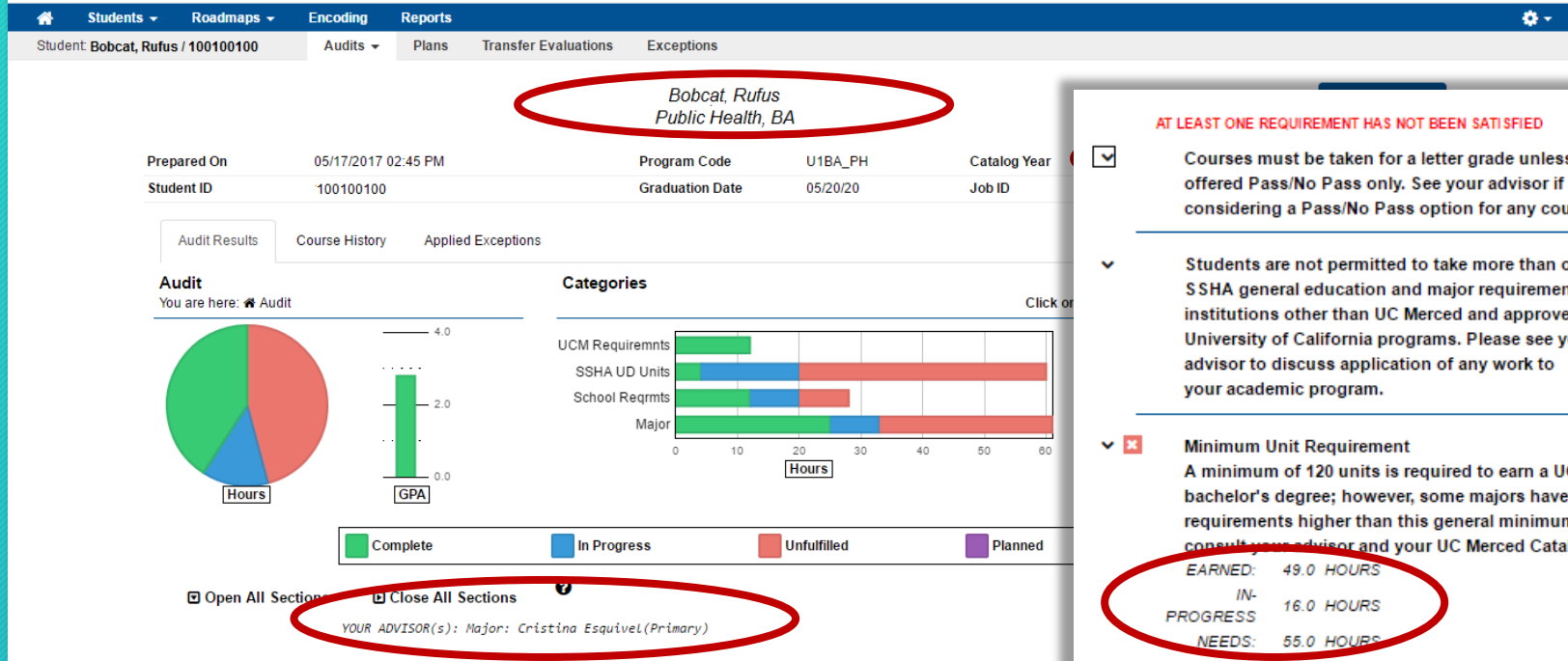
The screenshot shows the MyDegreePath interface for a student named Bobcat, Rufus / 100100100. The 'Plans' tab is selected in the top navigation bar. A red circle highlights the 'Request an Audit' link. Below it, a section titled 'Run Declared Programs:' contains a table with the following data:

School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT
	U1BA_PH	Public Health, BA	Fall 2015				

Below the table, a red circle highlights the 'Select a Different Program:' link. At the bottom, a red circle highlights the 'Run Declared Programs' button. A blue callout box on the right contains the following text:

**MyDegreePath does not provide graduation plans for Transfer students. Transfer students will meet with their major advisor during Fall semester to discuss two-year graduation plans*

Advanced Settings click to view available options.



- An audit is your official student record
- Includes all of your completed, in-progress and outstanding degree requirements
- After making changes to your courses (adding/dropping) it is recommended you run an audit to see how your changes reflect on your degree audit

AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED

<input checked="" type="checkbox"/>	Courses must be taken for a letter grade unless the course is offered Pass/No Pass only. See your advisor if you are considering a Pass/No Pass option for any course.
<input checked="" type="checkbox"/>	Students are not permitted to take more than one-third of SSHA general education and major requirements at institutions other than UC Merced and approved University of California programs. Please see your advisor to discuss application of any work to your academic program.
<input checked="" type="checkbox"/>	Minimum Unit Requirement A minimum of 120 units is required to earn a UC Merced bachelor's degree; however, some majors have total unit requirements higher than this general minimum. Please consult your advisor and your UC Merced Catalog. EARNED: 49.0 HOURS IN-PROGRESS: 16.0 HOURS NEEDS: 55.0 HOURS
<input checked="" type="checkbox"/>	Cumulative GPA in all UC courses EARNED: 49.0 ATTEMPTED HOURS 1 SUB-GROUP 136.4 POINTS 2.783 GPA
<input checked="" type="checkbox"/>	Residency Requirement EARNED: 1 SUB-GROUP
<input checked="" type="checkbox"/>	UCM Requirements EARNED: 3 SUB-GROUPS 1) UC Entry Level Writing Requirement: FA15 WRI 001 4.0 B Academic Writing 2) American History and Institutions Requirement FA15 AHI 0.0 YES Satisfied 3) Complete the following two courses: SP16 CORE001 4.0 B+ The World at Home SP17 WRI 010 4.0 College Reading & Composition

✓ 1) Mathematical Concepts & Quantitative Reasoning

1 COURSE TAKEN

FA17 PSY 010

4.0

TC

Introduction to Statistics
MEDANOS: MATH 34

✓ 2) Social & Behavioral Sciences:

3 courses from at least 2 areas

3 COURSES TAKEN

SP16 PSY T14

3.0

TB

Psychology of Human Sexuality
MEDANOS: PSYCH 14

FA16 PSY T10

3.0

TB

Psychology: Individual and So
MEDANOS: PSYCH 10

SP17 POLI001

3.0

TB

Introduction to American Gove
MEDANOS: POLSC 10

Reviewing audit for course equivalents

Course Detail for CRN: 35606

Course: PSY 181

Title: Clinical Neuropsychology

Credit Hours: 4.00

Course Fee: None

Description:

Designed to provide students with an understanding of the theory, method, and practical applications of neuropsychology. Topics include functional neuroanatomy, neuroimaging, neuropsychological assessment, and the complex functions of the normal brain. Neurological and psychiatric disorders of the brain will be described including their diagnosis and treatments.

Your level status can not be one of the following

Graduate

Prerequisites for this course

PSY 015 Minimum Grade: C-
Or COGS 105 Minimum Grade: C-

If a student has not completed the required prerequisite they can either take the prerequisite or email the instructor for permission to enroll

Registration Availability

	Capacity	Actual	Remaining
Seats	80	31	49

Transfer Student Degree Requirements

UC Merced Requirements

- WRI 1 (ELWR)
- WRI 10
- American History & Institutions (*This is usually satisfied for Transfer who graduate from a CA high school or completed an approved History course at the last institution attended*)

SSHA Requirements

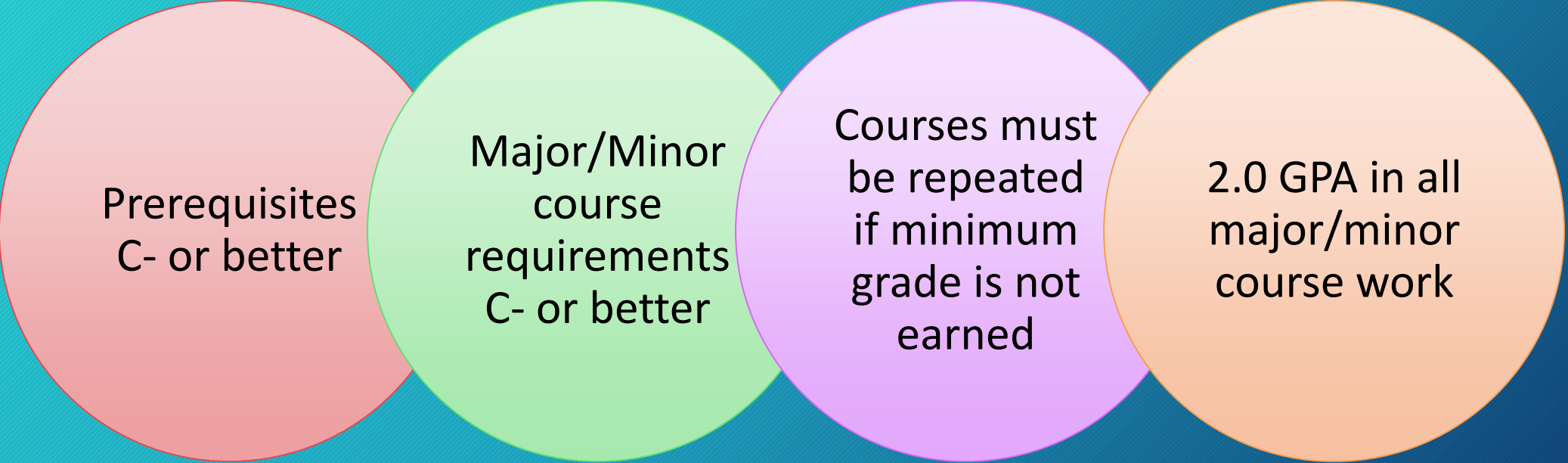
- IGETC or SSHA Foundations
- Four non-major upper division General Education Courses (Outside Major)

Major Requirements

- Varies by major

You will be receiving an email in September informing you what lower division courses, if any, you have yet to complete, as well as any courses you must submit to the faculty for UC Merced equivalency review.

Minimum Grade Policy



Prerequisites
C- or better

Major/Minor
course
requirements
C- or better

Courses must
be repeated
if minimum
grade is not
earned

2.0 GPA in all
major/minor
course work

Progress to Degree

Enrollment Requirements

Full-time status: 12 units

- We suggest students enroll in 15-16 units each semester (4 courses)

Minimum progress:

- Students must complete at least 24 units each academic year

SSHA Degrees

- SSHA degree requirements are 120 semester units

Normal Progress Policy

- Must complete degree requirements within **4 ½ years / 9 semesters**
- Enrollment beyond **4 ½ years/9 semesters** requires a petition

Advising Services

UC Merced Advising Offices

Learn more



Previous

Pause

Next

Advising Goals

1. Promote appropriate progress to degree for native and transfer students
2. Provide students with advising resources and materials that are accurate, current, and understandable, using delivery formats that respond to student needs
3. Provide interactive advising in formats

See An Academic Advisor

[Bobcat Advising Center](#)

[School of Engineering Advising](#)

[School of Natural Sciences Advising](#)

[School of Social Sciences, Humanities and Arts Advising](#)



Our Mission

UC Merced undergraduate academic advising, in collaboration with the campus community, promotes student success by empowering students to become self-directed learners and decision makers in an environment that is welcoming, inclusive and supportive.

We provide quality academic advising and related services to support students in developing their educational plans and maximizing their university experience.

Additional Campus Resources

[How to Register for Courses](#)

[Registration Resources](#)

[Calvin E. Bright Success Center](#)

[Center for Career & Professional Advancement](#)

[UCM Counseling & Psychology](#)

Advising Services at UC Merced

advising.ucmerced.edu

- Looking for advising services? Begin here!
- Campus-wide events
- Academic Resources
- Student Plans for Success
- Centralized advising services
 - Direct links to other advising units on campus



SSHA Student Staff

Student Assistants support in the following:

- Collect SSHA Advising forms
- Direct students to appropriate resources on campus
- Check-in students to see an academic advisor and peer mentors
- Friendly smile 😊

SSHA Peer Mentor Program:

The Peer Mentors assist sophomores and will provide guidance and insight for a wide variety of subjects including, but not limited to:

- Answering registration questions
- Semester planning

Academic Planning: How We Can Help

Advisors help with:

- Degree planning
- Course selection
- Policies
- Special circumstances

SSHA student advice #1:

*“For your **Spring registration**, you should seek advising after the schedule comes out in October”*



Academic Planning: How to Get Assistance

STEP 1 → Research

- ❑ Utilize academic resources
 - ❑ SSHA Advising Website
 - ❑ MyDegreePath
 - ❑ Course Schedule

STEP 2 → Personalize and Plan

- ❑ Prepare your course options
- ❑ Identify academic concerns
- ❑ Explore major/minor options
- ❑ Make decisions about the upcoming semester

STEP 3 → Meet With an Advisor

- ❑ Items to bring to the meeting: current copy of audit and choice of courses
- ❑ Advisors help with course selection, not creating schedules



SSHA Advising Website

SSHA Advising website: <http://ssha-advising.ucmerced.edu>

- Location, Walk-in Hours, Important Dates
- Policies
- Major, Minor and GE requirements

SSHA Advising Office is located in the Classroom and Office Building (COB) – Room 204

- Walk-In Advising hours available 4-5 times a week
- Available through Email
- Appointments available during non-peak times



UCMERGED
UNIVERSITY OF CALIFORNIA, MERCED

Undergraduate Advising
School of Social Sciences, Humanities and Arts

Google Custom Search Search

About Us ▾ Policies and Guidelines ▾ For Students ▾ Forms Registration ▾ SSHA Update New Majors ▾

New Major: Global Arts Studies Program, BA
Check out the newest SSHA major, Global Arts Studies Program!
[Learn More](#)

SSHA Advising Walk-In Hours
To see an advisor or peer mentor, check in at COB 204. Your Student ID is required. Sign-ins to see an advisor or peer mentor will begin 15 minutes prior to the start of walk-in hours and last student sign in will be 15 minutes before the close of walk-ins.

May 15, 2017 - May 19, 2017
Mondays: 10:00AM-12:00PM
Tuesdays: 2:00PM-4:00PM
Wednesdays: 2:00PM-4:00PM
Thursdays: 10:00AM-12:00PM
Fridays: CLOSED

Mentor Walk-Ins (Summer 2017)
First and Second year students are required to print and bring a copy of this page to their advisor. It must be printed (within 24 hours) in order to see a Peer Mentor.

SSHA student advice #2:
“Use these resources to plan prior to seeking advising”

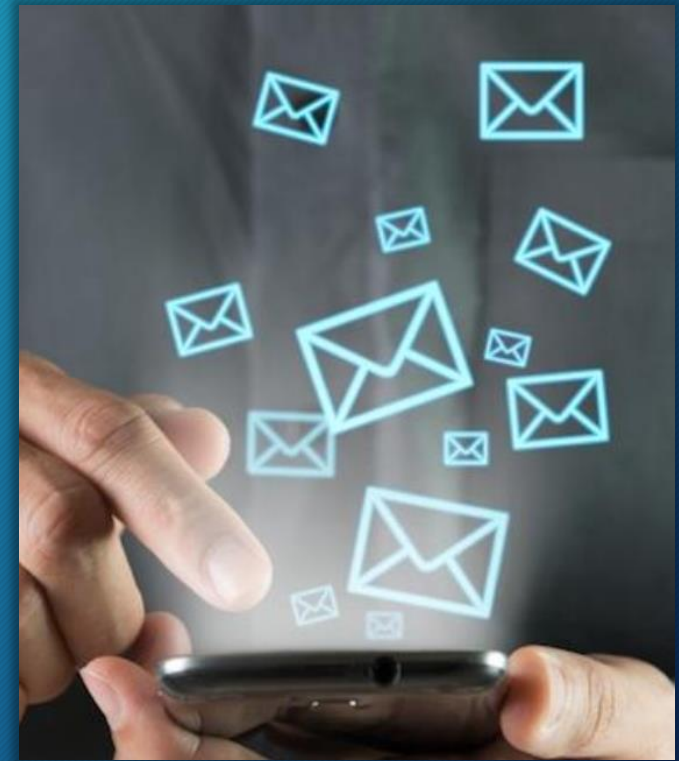
Communicating and Meeting with your Academic Advisor

Communication

- Email is often the only way many of the important information are distributed
- Due to privacy regulations, your Advisor will communicate solely through the email account assigned to you (@ucmerced.edu)
- Students emailing their advisor should expect a response within 1-2 business days

Appointments vs. Walk-Ins

- Appointments are available throughout the semester; requests for appointments are scheduled on-line by clicking on the advisor's appointment link
 - No-show and late-show will require a reschedule of appointment
- Walk-in hours are held for a specific amount of time every week; days and times will always be posted on the homepage of the SSHA Advising website



Communication with SSHA Staff – Sample Email

Untitled - Message (HTML)

FILE MESSAGE INSERT OPTIONS FORMAT TEXT REVIEW ADOBE PDF

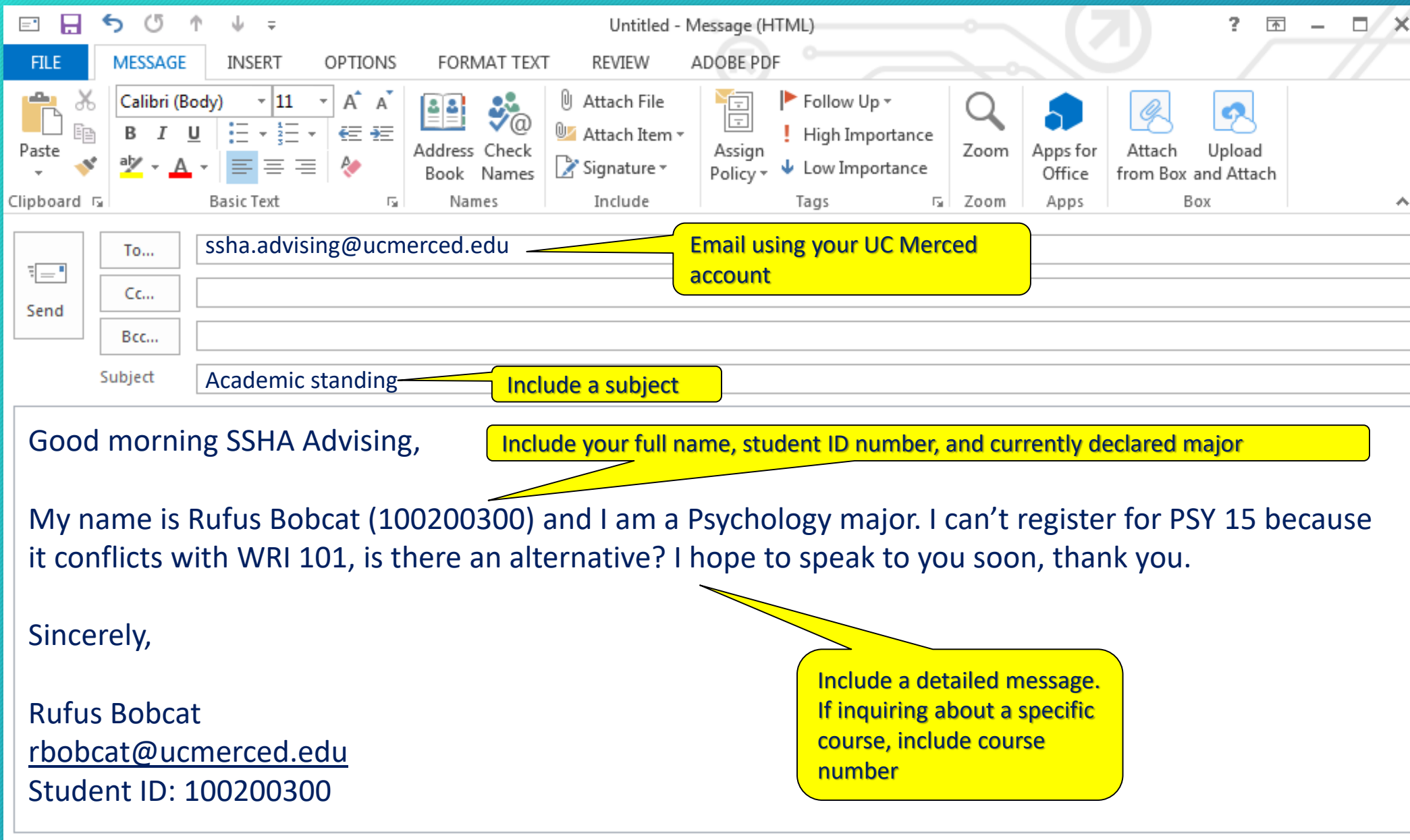
Paste Calibri (Body) 11 B I U Address Book Check Names Attach File Attach Item Signature Follow Up High Importance Low Importance Zoom Apps Attach Upload from Box and Attach

Send To... OGpromking@gmail.com Cc... Bcc... Subject

hey, LOL, I can't register and need my holds removed AS SOON AS POSSIBLE!
Can you call me @ 3pm tomorrow 😊

Communication with SSHA Staff

When emailing your advisor always include the following in your message:



The image shows a screenshot of an email client interface with several yellow callout boxes providing instructions for each field:

- To...**: ssha.advising@ucmerced.edu (Callout: Email using your UC Merced account)
- Cc...**: (Empty)
- Bcc...**: (Empty)
- Subject**: Academic standing (Callout: Include a subject)
- Body**:
 - Good morning SSHA Advising, (Callout: Include your full name, student ID number, and currently declared major)
 - My name is Rufus Bobcat (100200300) and I am a Psychology major. I can't register for PSY 15 because it conflicts with WRI 101, is there an alternative? I hope to speak to you soon, thank you.
 - Sincerely,
 - Rufus Bobcat
 - rbobcat@ucmerced.edu
 - Student ID: 100200300(Callout: Include a detailed message. If inquiring about a specific course, include course number)

Academic Success

Responsibilities of an Advisee

- Follow through and accept responsibility for all decisions
- Visit your advisor for any life changes that may affect your education
- Visit your advisor to clarify your goals and needs
- Inform your advisor about your academic progress, course selection, and academic/career goals
- Know your major requirements, course prerequisites and class sequencing
- Review course syllabi, complete assignments and attend class
- Know University dates and deadlines, academic policies and procedures



YOU are responsible for
your academic success at
UC Merced!

Choices Matter!

Example of a Fall schedule

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 AM							
		GASP 109	PSY 15	GASP 109		GASP 109	
9:00 AM		Lecture	Lab	Lecture		Lecture	
10:00 AM							
		PSY 15		PSY 15		PSY 15	
11:00 AM		Lecture	Lunch	Lecture	Lunch	Lecture	
12:00 PM	Lunch	Lunch	SOC 120	Lunch	SOC 120	Lunch	Lunch
			Lecture		Lecture		
1:00 PM							
						PSY 124	
2:00 PM						Lecture	
		PSY 15					
3:00 PM		Discussion					
4:00 PM						GASP 109	
						Discussion	
5:00 PM		Dinner	Dinner	Dinner	Dinner		
6:00 PM	Dinner					Dinner	
			PSY 124		PSY 124		
7:00 PM			Discussion	SOC 120	Discussion		
				Discussion			
8:00 PM							

It is a general rule that successful students should study **2-3 hours** for every unit they are enrolled. For example, if you are enrolled in 15 units, you need to be studying **30–45 hours per week**.

Choices matters!

Personal Growth: Academic Support



Mandatory Advising Meetings

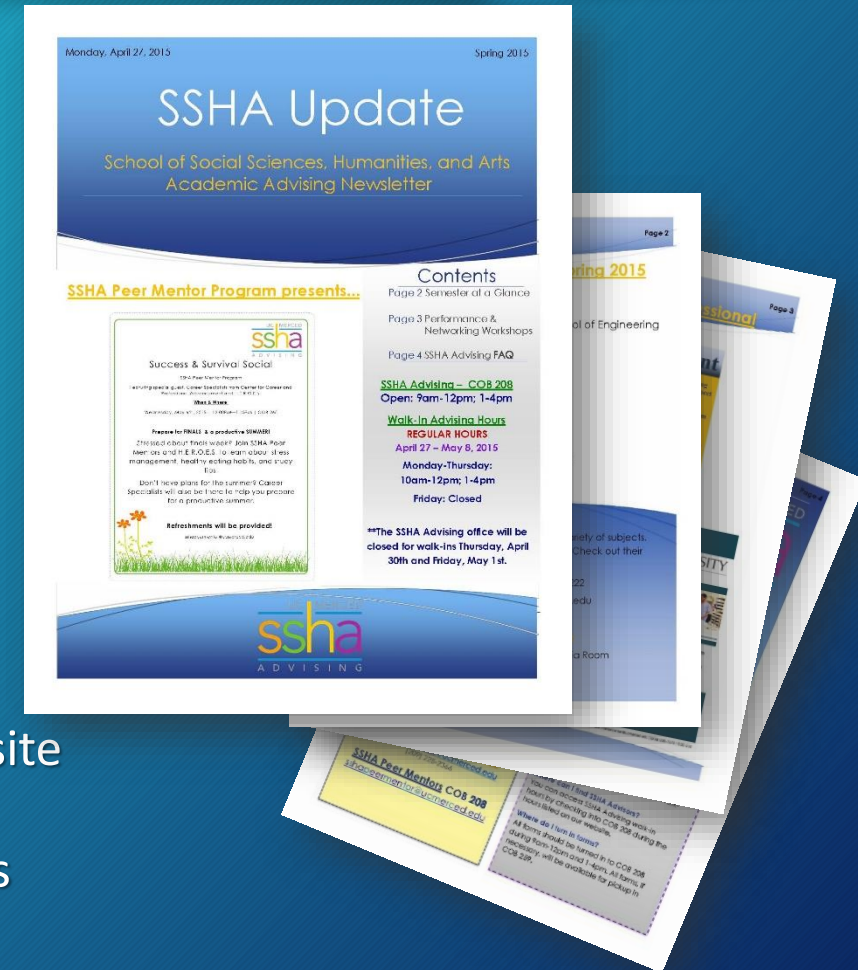
UCMERCED
Transfer Transition
Advising

- First semester of your first year
- Connect you with resources
- Create two year graduation plan
- Plan your Spring schedule
- Check your email early September for dates



Stay Connected

- ❑ Check your UC Merced email regularly (2 times a day)
 - ❑ Add SSHA Advising to your contact list to avoid emails lost in SPAM folder
 - ❑ Include your full name and student ID using our professional email template
- ❑ SSHA Student Handbook available on our website
 - Includes: University info, SSHA major requirements & other important academic information
- ❑ SSHA Update
 - Bi-weekly Advising Newsletter with information on deadlines, changes, scholarships, research opportunities, and more!
 - Emailed to you and can also be found on the SSHA advising website
- ❑ Visit and Academic Advisor or Peer Mentor during our walk-in hours



SSHA Advising gets Social!



Like and/or add us for updates,
deadlines, upcoming events and
opportunities!



ssha.advising@ucmerced.edu

Email us for answers to quick
questions



SSHAAdvising



@SSHAAdvising



@SSHA.Advising