

THIS NEWSLETTER
IS A PUBLICATION
OF ASC@IUP
SUPPORTING THE
ACHIEVEMENT OF OUR
STUDENTS AS THEY ATTAIN

ADVISOR RESOURCES

Inside this issue:

Change of Major Requests

Go Electronic!

Early Admission to IUP

Graduate Programs

Students Identify Common

Confusing Academic

Phrases

Seeking Your Thoughts!

Did you know...

ASC@IUP offers a series of Study Skills Sessions to help students get organized and prepare for exams?? The schedule can be found on the ASC@IUP website.

In addition, the Study Skills tutor is available every Monday from 2:00—4:00 and Friday from 12:00—2:00 in the Walk-in Tutoring Center in 201A Stabley. Pass it on to students in need!

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Change of Major Requests Go Electronic!

Effective over Spring Break 2017 submission of a Change of Major will be made electronically in MyIUP! This collaboration between IT Services, the ADean Council and ASC@IUP provides students with a simple process for making changes to their **primary major** only.

Students should be directed to the link under the Academics tab to select their new major; submission of the form will begin the approval process—Department Chair or Program Coordinator then on to the ADean then on to the Registrar's Office. Once the major has been changed by the Registrar's Office a new academic advisor will be assigned by the new academic department. The student will then receive email confirmation that the process has been completed.

Academic Departments with specific requirements for a Change of Major will be able to preview the student's record prior to the start of the approval process. If denied the student will receive notification of the decision. Academic departments are encouraged to review the electronic approval process to complement existing procedures for paper-based Change of Major procedures within their department.

Early Admission to IUP Graduate Programs

IUP's Early Admission program is designed for highly motivated IUP undergraduates who wish to get a head start on their graduate education at IUP.

Qualifying students can take graduate classes while still enrolled at IUP as undergraduates, and apply up to 40% of graduate credits earned toward both degrees. In some instances, students are able to complete their bachelor's and master's degrees in five years combined.

To qualify for Early Admission, students must have at least a 3.25 GPA along with a minimum of 15 credit hours completed in their undergraduate major. Students are eligible to apply for Early Admission in the semester in which they will earn their 90th credit (which typically occurs the spring of junior year).

To apply to Early Admission, students complete a graduate application, bypassing the requirement of a completed bachelor's degree at the time of application. Any applicant should note their desire to apply for Early Admission on the application form.

After a student is approved for Early Admission, both undergraduate and graduate advisors receive a copy of the admission letter. The student also receives a Course Outline for Early Admission, which is to be discussed with undergraduate and graduate advisors, to map their undergraduate and graduate course sequence.

Visit www.iup.edu/admissions/graduate/howto/early-admission/ for additional information.

Students Identify Common Confusing Academic Phrases

Here are 10 of the most common confusing phrases, according to student narratives and research into student experiences as gathered and shared by EAB.

1. **Bursar:** It can be hard for students to understand the difference between the bursar's office and the financial aid office.
2. **Office hours:** Some students think this is a time when the professor wants to work quietly and should not be disturbed. Others aren't really sure what to talk about or why they should visit.
3. **MWF and TR:** Course catalogues often use single-letter abbreviations to indicate which days of the week a class meets on (MWF or TR). But as one administrator shared with EAB, multiple students didn't realize that "R" means "Thursday," and they had missed several weeks of Thursday sessions.
4. **FAFSA:** Researchers estimate students lose out on billions of dollars in financial aid each year by not filling out this form. But narratives from first-generation students often cite the term "FAFSA" as one of the terms that confused them when they arrived on campus.
5. **Syllabus:** Receiving a syllabus—and having no idea what that meant—was one of the bewildering experiences that one student faced on her first day of college.
6. **Credit hours:** As many colleges look for ways to encourage students to take more credit hours per term, the first step may be explaining the phrase itself.
7. **Placement test:** While researching college navigation skills, EAB heard from many students that they took the placement exam without knowing its significance, thus impacting their academic progress.
8. **Librarian:** As one student recounts, he had no idea how useful librarians could be to him as a student. He cited a study that found students mainly think of librarians as "glorified ushers."
9. **Orientation:** "My family stuck around for all of freshman orientation because the paperwork about move-in day didn't explicitly state when they should leave," one woman recalls of her first day as a first-generation student.
10. **First-generation:** This can be confusing for students who do not already self-identify as "first-generation." A search for "Am I a first-generation student?" brings up thousands of hits on the internet and notes this at the very top of many lists of frequently asked questions.

An important role of an advisor is understanding this confusion and providing students with direction when questions are presented. Remember this is a new world to many of our students.

SEEKING YOUR THOUGHTS!!

The ASC@IUP Walk-in Tutoring Center is seeking input from faculty and students on the services offered in the Tutoring Center in 201-A Stabley. We'd like to know which subjects students would like to see tutoring offered in and if our current services meet their needs. In addition, feedback from faculty is sought on how the tutoring services offered across campus are meeting their needs.

The student survey can be accessed [here](#). The faculty survey can be found [here](#).

Please take a few moments to provide feedback and to direct your students to the survey.



ASC@IUP

It's easy to connect
with ASC@IUP!

Webpage:

iup.edu/success

Email:

asc-inquiry@iup.edu

Facebook:

[Facebook.com/ASCatIUP](https://www.facebook.com/ASCatIUP)

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"The best way to
predict the
future is to
create it."

- Peter Drucker