

Information for New Students

Welcome

We are pleased to assist you in your journey to a bachelor's degree in psychology, sociology or social work. The path is an enriching experience that will teach you about yourself, people and society. We would like to share some important information that will help you make good decisions and enable you to take full advantage of the opportunities available to you in this program.

Initial Procedures (for those not attending orientation - SOAR)

1. Get advised. Contact the department at (325) 942-2068, ext. 246, to set up an appointment with an adviser.
2. Check on any other holds that you may have. Examples of other departments that may impose holds are Residential Programs, (325) 942-2035, and Financial Aid, (325) 942-2246. You will need to contact the individual office(s) to get the holds released.
3. Check with the Information Technology (IT) Department to set up your RamPort and e-mail accounts. The MCS 111 computer lab is a good place to start, or, if you are unable to come to campus, contact the IT Department at (325) 942-2911.
4. If on campus, go to the OneCard Office in Room 209 of the Hardeman Student Services Center to obtain your student ID. You may call the office at (325) 942-2331.
5. Register for classes. IT will help you sign on and start you off in the right direction. The class schedule is located in [RamPort](#) and can be found following these instructions:
 - Select **Student Services**, then **RAMS-Logon**, then choose **Registration - Register or ADD/DROP Classes** and finally select the term you are registering for.
 - If you already have the course numbers, you may scroll to the bottom of the page and enter them in the **ADD Classes Worksheet** area.
 - If you need to look up courses, select the **Class Search** at the bottom of the page, and you may then look them up by subject. Select the subject and scroll down to the bottom and choose **Class Search**, which will pull up all classes offered in that subject. From the subject screen, you may choose classes individually by selecting the area on the left hand side of the page. If there is a "C" in the select area, the class is full and has closed.

Crucial Documents: Student Handbook, Catalog, Schedule of Classes, Degree Plan

Too many students make decisions on the basis of incorrect information passed along to them by other students. Solution: read the documents yourself.

Like any organization, the university has many expectations and guidelines. Find out what they are by reading the [Student Handbook](#) (which contains rules and regulations) and the [Undergraduate Catalog](#) or [Graduate Catalog](#) (which contains degree requirements, course descriptions and prerequisites).

The Schedule of Classes is online in [RamPort](#) and it lists which courses will be offered during the next semester and the days and times of the class sessions.

The fourth document is a degree plan. This is a personalized list of courses that you must take to earn your degree. Once you know your major, minor and degree type (Bachelor of Arts or Bachelor of Science), fill out a form in the department office and, within a few days, your own personalized degree plan is constructed and available to you online. It serves as a guide for you when scheduling courses. After you apply for a degree plan, you can find it on the ASU Web site by going to [RamPort](#), then selecting **Student Services**, followed by **Rams-Logon** and then **Degree Plan**.

About Majors and Minors

You need both! Your major comprises 10-11 courses in one discipline (i.e., psychology, sociology or social work).

Please note that the B.S.W. (Bachelor of Social Work) is a specialized program, and advising will be handled by Dr. Joel Carr. The minor is six courses that can be taken in one or two fields. It supplements your major and can be useful in preparing for a career (see the list of options in the Academic Regulations chapter of the Undergraduate University Catalog).

Courses that are taken to complete core curriculum requirements also count toward a minor, so if you have a minor in a core curriculum discipline, then fewer new courses are needed to complete the minor.

Core Curriculum

This element forms about one-third of the courses in your degree plan. It broadens your educational experience by introducing you to studies in a variety of fields, such as communication, English, government, history, mathematics, natural and social sciences, and visual and performing arts. It is “core” because advanced courses build on the foundations established in these fields.

Two Types of Degrees: Bachelor of Arts (B.A.) and Bachelor of Science (B.S.)

We offer both types of degrees. There are slight differences in the requirements: the B.A. requires a foreign language and the B.S. requires additional courses in the sciences and research methods. Sometimes a particular career path or a specific graduate program is better suited to one type of degree over the other, but most students do not necessarily see that far ahead. Therefore, personal preferences for the course work usually dictate the decision.

The Course Numbering System

The first digit of the course number indicates its level: 1 = freshman, 2 = sophomore, 3 = junior, 4 = senior.

The second digit reflects the number of credit hours that students earn by successfully completing the course. Most are worth three credits, but courses with labs are usually worth four credits.

The third and fourth digits, taken together, represent the department code for the course. For example, 2301 is a sophomore-level course worth three credit hours. Freshmen usually take courses that begin with 1s or 2s. The junior and senior level courses frequently have prerequisites, which are listed in the Bulletin with the course descriptions.

Getting Registered

Use the Schedule of Classes to figure out when to take classes. Most classes meet either three days a week (Monday, Wednesday, Friday) or two days a week (Tuesday, Thursday). Also, some classes are offered in other formats, such as online courses that replace face-to-face sessions with other activities.

You will find that some classes are not offered every semester (see [advisement information](#)) for the rotation of courses from one semester to the next). Also, some courses have multiple sections (especially freshman- and sophomore-level courses), which will help you avoid scheduling conflicts.

Depending on when you enter ASU (fall, spring or summer), the advising and registration steps are handled somewhat differently. For those beginning in the fall, we advise and register students in large groups. Other times, students are advised individually and then they register themselves on the ASU Web site.

ASU also has an Advisement Center in the Center for Academic Excellence (located on the third floor of the library) that advises and certifies students to register when their department advising is unavailable.

Down the Road: Honor Societies, Undergraduate Internships and Research

If you make good grades, you will qualify to join one of the honor societies in the department. This looks good on your resume and it can give you opportunities to develop and practice leadership skills, which are in high demand by employers.

Juniors and seniors have the opportunity to work in local agencies for academic credits through our internship program. While not required, this is a great way to get a foot in the door for future employment or discover appealing career paths. You will find a full description of the internship program in this department's section of the catalog.

One of the strengths of this department is teaching students research skills. You will have opportunities to learn these skills in basic courses and then do your own studies later, if you

choose to do so. The [Student Achievements](#) page lists some really impressive accomplishments of students who investigated cutting-edge questions in the field.

Recommended Courses for Freshmen

Incoming freshmen are advised to take classes that satisfy core curriculum requirements. These courses are good examples:

- English 1301 (unless placement in English 130C)
- History 1301 or 1302 (unless enrolled in English 130C)
- Mathematics (preferably 1302 or 1311 or 1332)
- Art, Music or Drama (must be three credit hours and numbered at the 1000 or 2000 level)
- Computer Literacy (preferably Computer Science 1301 or Business Computer Applications 1305)
- Psychology 2301 (if psychology major) or Sociology 2301 (if sociology major)
- Foreign Language 1301 – Spanish, German, French or Russian (if pursuing the Bachelor of Arts degree)