SPRING 2015 ADVISING AND REGISTRATION

Available through Self-Service at go.woodbury.edu starting Friday, October 31, 2014

REGISTRATION

<table>
<thead>
<tr>
<th>CLASS STANDING</th>
<th>UNITS COMPLETED</th>
<th>REGISTRATION BEGINS*</th>
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</thead>
<tbody>
<tr>
<td>Graduate Students</td>
<td>Any</td>
<td>Monday, Nov. 3, 2014</td>
</tr>
<tr>
<td>Seniors</td>
<td>90 or more</td>
<td>Monday, Nov. 3, 2014</td>
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<tr>
<td>Juniors</td>
<td>60-89</td>
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<tr>
<td>Sophomores</td>
<td>30-59</td>
<td>Thursday, Nov. 13, 2014</td>
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<tr>
<td>Freshmen</td>
<td>0-29</td>
<td>Thursday, Nov. 13, 2014</td>
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</tbody>
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UNIVERSITY REGISTRATION GOAL: WEDNESDAY, NOV. 26, 2014
(All continuing students should be enrolled in Spring classes)

ADVISEMENT

Students must consult with their assigned major advisor before they register for classes.

College of Transdisciplinarity (CoT):
Isaacs Faculty Center (818) 394-3379
School of Architecture (ARCH):
Isaacs Faculty Center (818) 394-3313
School of Business (BUS):
School of Business (818) 252-5231
School of Media, Culture & Design (MCD):
Isaacs Faculty Center (818) 394-3372
OSD Supplemental Advising & Academic Support: Whitten Student Center (818) 252-5232

GRADUATION CHECKLIST

EVENTS AND ACTIVITIES: www.woodbury.edu/commencement
Invitations will be sent in April to all eligible students to participate in the Commencement ceremony on May 9, 2015.
If you plan to graduate, be sure you have done the following:

- APPLICATION: Be sure to pay the $100 fee and submit the Application for Graduation with all necessary documentation (concurrent enrollments, official transcripts, etc.) so you can receive an official evaluation of requirements still left for graduation. If not, contact the Registrar right away! (Miller Hall, (818) 252-5270)

- COURSES: Complete all degree requirements.

- WALKING AT GRADUATION: If at the end of Spring you'll be deficient 6 units or less (3 for graduate degrees), you can file a Petition to Walk at the Registrar's Office. You must also have submitted a application for graduation and the fee. (Note: Commencement honors will not be available for those who petition to walk and students are only eligible to participate in one commencement ceremony per degree.)

- JOB SEARCH: Consult with a Career Counselor. (Whitten Student Center)

- CLASS RING:
If interested, visit www.jostens.com/apps/jcom/college.mvc

- CAP & GOWN: Available at WU Bookstore, starting in mid-April.

- GRADUATION ANNOUNCEMENT CARDS:
If interested, available for purchase at WU Bookstore.

- CELEBRATE: Enjoy your big day with family, friends, Woodbury faculty and staff! Commencement begins at 9am. Graduates should arrive no later than 8am and check-in at Woody's Cafe.

- NEW ALUMNI: Stay in touch through the Alumni Association (www.woodburyalumni.com)

- DIPLOMA: Await your official diploma in the mail, arriving around mid-August
## LEC TURE FINALS

<table>
<thead>
<tr>
<th>REGULAR CLASS MEETING</th>
<th>FINAL EXAM DATE</th>
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<tbody>
<tr>
<td></td>
<td>FINAL EXAM TIME</td>
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<tr>
<td>DAY(S)</td>
<td>FINAL EXAM DAY</td>
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<td>START TIME</td>
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<tr>
<td>Mon, Wed</td>
<td>MONDAY December 8</td>
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<td>7:00-9:00 PM</td>
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<tr>
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<td>WEDNESDAY December 10</td>
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<td>4:00/4:30 PM</td>
<td>THURSDAY December 11</td>
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<tr>
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<td>FRIDAY December 12</td>
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## INTENSIVE FINALS - (5-Week & 7-week sessions)
Final times vary. Refer to course syllabus from instructor.

## CAMPUS-WIDE POLICY ON FINAL EXAMS
Final examinations or projects are required and to be administered based upon the schedule above. Any changes from this schedule must be approved by the dean/director of the appropriate school and the Office of Student Development (OSD). If a class begins at a time not listed above or if the schedule does not seem to cover your circumstance, please contact OSD for clarification. (818) 252-5232

## POLICY ON INCOMPLETE GRADES
An incomplete grade ("I") may be issued by a course instructor if an extenuating circumstance occurs during the final seven weeks of a traditional semester. Students must file an official petition for an incomplete prior to the date final examination or final project.
MANAGING YOUR SPRING CLASSES

COURSE CHANGE DEADLINES • ADD, DROP, & WITHDRAWAL DEADLINES

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Section Code</th>
<th>Add Deadline for SBUS 7-WK</th>
<th>First Day of Classes</th>
<th>Last Day to Add/Drop Courses</th>
<th>Last Day to Withdraw</th>
<th>Last Regular Class Meeting</th>
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<tbody>
<tr>
<td>Traditional (14-week)</td>
<td>S</td>
<td>n/a</td>
<td>Jan 12</td>
<td>Jan 26</td>
<td>Mar 13</td>
<td>April 28</td>
</tr>
<tr>
<td>7-week Session 1 (Graduate)</td>
<td>BT</td>
<td>Jan 9</td>
<td>Jan 12</td>
<td>Jan 16</td>
<td>Jan 30</td>
<td>Mar 1</td>
</tr>
<tr>
<td>7-week Session 2 (Graduate)</td>
<td>BU</td>
<td>Mar 6</td>
<td>Mar 9</td>
<td>Mar 13</td>
<td>Mar 27</td>
<td>Apr 26</td>
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<tr>
<td>MOL 5-week Session 1</td>
<td>BV</td>
<td>n/a</td>
<td>Jan 12</td>
<td>Jan 16</td>
<td>Jan 30</td>
<td>Feb 13</td>
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<tr>
<td>MOL 5-week Session 2</td>
<td>BW</td>
<td>n/a</td>
<td>Feb 16</td>
<td>Feb 20</td>
<td>Mar 6</td>
<td>Mar 20</td>
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<tr>
<td>MOL 5-week Session 3</td>
<td>BX</td>
<td>n/a</td>
<td>Mar 23</td>
<td>Mar 27</td>
<td>Apr 10</td>
<td>Apr 24</td>
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</tbody>
</table>

Note: Intensive classes continue to meet on holidays.

For more information, visit www.woodbury.edu > Quick Links > Academic Calendar

DATES TO KNOW

FALL 2014
Traditional Undergraduate

Instructional Break: October 13 – 14
Holiday: Thanksgiving Nov. 27 – 28
Studio Finals: December 3 - 7
Lecture Finals: December 8 - 12

SPRING 2015
Traditional Undergraduate

Semester Begins: Jan. 12
Holiday: Martin Luther King, Jr. Day Jan. 19
Holiday: President’s Day Feb. 16
Instructional Break: Feb. 17
Holiday: Spring Break March 16 - 20
Holiday: Spring Holiday March 20
Holiday: Cesar Chavez Day April 1

Students: Academic Support Resources for YOU

• Supplemental Academic Advising
• Tutoring
• Writing Center
• Academic Peer Mentors
• Early Alert Academic Referrals
• International Peer Advisors
• Services for Students with Special Needs

Interested in any of these FREE services?
Contact the Office of Student Development
**NEW STUDENT CHECKLIST**

- **TRANSFER STUDENTS ACADEMIC WRITING REQUIREMENT**: Woodbury’s WRIT 112 became a non-transferable course from community colleges starting with the Fall of 2009. If you want to seek an exception, visit the Registrar’s Office for more information (Miller Hall).

- **SELF-SERVICE ACCOUNT**: Every student must have one! If you have any problems logging in after SOAR, contact I.T. at (818) 252-5291.

- **FINANCIAL AID**: All U.S. citizens (& permanent residents) are eligible to APPLY (www.fafsa.ed.gov.) Apply early (after Jan.1) but before Mar. 2 to meet Cal Grant deadline. Financial Aid counseling available in Miller Hall 1st FL. (818) 252-5273.

- **BOOKS**: Bring your class schedule to the Woodbury Bookstore to buy books. Always save your receipts in case you drop a class and need to return a book!

- **HOUSING**: Both on- and off-campus housing may be available. Go to www.woodbury.edu/housing for more information and a housing application. Space in residence halls is limited, so apply early! (818) 252-5253

- **MEDICAL RECORDS**: All students living in Woodbury campus housing MUST provide the Health Office copies of their complete medical records, including immunizations, before they can register for classes (Whitten Student Center) (818) 252-5238.

- **MEAL PLANS**: Students living on-campus MUST purchase meal plans through the Office of Student Development (OSD) (Whitten Student Center). Students living off-campus may purchase meal plans through OSD or flex dollars from the Business Office (Miller Hall 1st FL) (818)252-5254.

- **STUDENT I.D. CARD**: Go to the Library anytime, show proof of your registration, get your photo taken, and leave with your card!

- **HEALTH INSURANCE**: Undergraduate students are charged a fee every semester (graduate students are optional). To waive this fee, student must go to www.4studenthealth.com/woodbury and be prepared to provide proof of medical insurance by the deadline (usually the second week of the semester). All students must submit waiver for Fall term, but only new students need to submit/re-submit waiver for Spring term. (818) 252-5238.

**KNOW THE LINGO**

- **Academic Load**: Full-time load is 12-18 units per semester. Students who receive and maintain a cumulative GPA of 3.0 or higher may register for a maximum of 21 units.

- **Auditing Courses**: Examinations and grades not recorded, but regular attendance is required.

- **CANCELED CLASS**: Course that is scheduled but is no longer being offered.

- **Classification of Students** (Class Standing): Classification by units completed toward an undergraduate degree. Freshmen 0-29, Sophomores 30-59, Juniors 60-89, Seniors 90-126, Senior Plus 127+

- **Closed Class**: Has met its enrollment limit and will not add more students.

- **Concurrent Enrollment**: Students who wish to take a course at another college while enrolled at Woodbury must file a Concurrent Enrollment from the Registrar’s Office to be approved for transfer credit before enrolling in the course.

- **Credit (Unit)**: The number of units a course is worth generally corresponds to the amount of time the class meets each week.

- **GE (General Education)/IL (Integrative Learning)**: A series of breadth courses required alongside major courses for graduation. GE applies to students admitted before Fall 2012; IL applies to students starting Fall 2012 or later.

- **Hold**: Prohibits students from registering for classes because they have not met a University obligation.

- **Leave of Absence and Re-admission**: Leave of Absence allows students to remain in status for three semesters. If not enrolled by the fourth semester, students must apply for readmission and may be required to follow new degree requirements. Students may take a leave of absence from one to a maximum of three semesters while remaining in status. Students must complete the formal approval process and obtain the petition from the Registrar’s Office.

- **Moodle**: Course management system for uploading assignments.

- **Self-Service**: Online system used for registering, checking grades, submitting payments, etc.

- **Unrestricted Elective**: Units left over after the major and GE requirements are satisfied to reach the units required for a degree.

- **Withdrawal**: Discontinuing a class after the drop period, but before the withdrawal deadline. Results in a ‘W’ grade on the transcript, and will not affect GPA.

**Class Attendance Policy** Regular and prompt attendance in all classes is required. Each instructor will state the attendance policy in the course syllabus.

**Undergraduate Requirements to Graduate**

- 120-128 semester units (B.A., B.B.A., B.F.A., B.S.); 160 for B.Arch
- Residency requires 32 of the last 40 units be completed at Woodbury
- 2.0 GPA minimum, undergraduate; 3.0 GPA minimum, graduate
- All GE/IL and degree requirements for the major

**Office of Student Development • Woodbury University**
Students look up course offerings and register for classes online every semester using **SELF-SERVICE**. Students access Self-Service via the internet address: HTTP://GO.WOODBURY.EDU. Students must log in with their **USER NAME** and **PASSWORD**. Students who do not have their Self-Service log-in information may get one at Miller Lab (2nd floor). **Once you have logged-in, follow the steps below:**

- **Select the Traditional Courses menu item.**

- **Find the courses you want to take by selecting Section Search.**

- **Enter your search criteria for the course sections you want to take.**

- **For any open course you want to take, select Add to Cart.**

- **Review the Course Added confirmation message that appears above the list of Course Section Results.**

- **Registering for the Courses in Your Cart by select Proceed to Registration. Review your schedule and you can remove any course by select Remove. If the courses are correct, select Next.**

- **On the Finalize Registration page, review the list of courses and the current Status for each course.**

- **Select Finish to complete the registration process.**

- **You can always go back to register the courses that are left in the Cart. Select Cart under Home tab and then select Register.**

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**Quick Search for GE Courses**

**Search by GE Category**

Use the Advanced Search tab in the Find Courses section of Self-Service to search online by specific department or General Education requirements.

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**Pre-Requisites:**

Click on the course number to see a course description which includes the necessary pre-requisites.
Students who entered Woodbury prior to Fall 2012 may refer to the General Education classes listed below in consultation with their academic advisor. Students who entered Woodbury Fall 2012 or later have Integrative Learning courses as part of the major program and should instead consult with their major advisor and academic worksheet. See pages 9-14 of University Catalog (www.woodbury.edu > Course Catalog)

This section offers the last catalog description of the General Education (GE) requirements for students who started Woodbury before Fall 2012. Please check Self-Service online or with your adviser for additional offerings and to confirm the degree-applicability of courses not included here. Make searching for GE courses easier by referring to the online Quick Search strategy shown on page 5.

**COURSE REQUIREMENTS, OPTIONS, AND NOTES:**
- Classes whose section begins with an “F” or an “S” (FI, F2, S1, S2, etc.) are 15-week classes that run all semester; “BT” are 7-week intensive courses which run the first 7 weeks of a traditional semester. “BU” are 7-week intensive courses which run the last 7 weeks of a traditional semester.
- The following courses require a grade of “C” or better in order to satisfy the requirement: MATH 049, MATH 149, WRIT 100, WRIT 111, and WRIT 112.
- If you have struggled with traditionally structured math courses in the past, look for the self-paced section of the preparatory math class. This uses computer-based individual instruction to help you complete this requirement.
- Woodbury’s WRIT 112 became a non-transferable course from community colleges starting with the Fall of 2009. Current or future Woodbury students are advised NOT to take an equivalent to WRIT 112 at another college. If a student seeks an exception, then the student needs to visit the Registrar’s Office for more information.

**PRE-COLLEGE REQUIREMENTS**
A student’s Woodbury placement test score, taken before his/her first semester at WU, determines the appropriate first-level Math and Writing course. After that, the remaining sequence of Math and Writing courses should be taken every semester until completed.
- MATH 049 • Elementary Algebra • MATH 149 • Intermediate Algebra • MATH 1491 • Intermediate Algebra • WRIT 100 • Bridge to Academic Writing

**Lower-Division (100- and 200-level) requirements:**
**Category 1:** English Communication (100-level; 4 courses, 10 units). Complete all of the following courses in communication, library and information science, and writing:
- COMM 120 • Public Speaking
- WRIT 111 • Academic Writing I
- LSCI 105 • Information Theory and Practice
- WRIT 112 • Academic Writing II

**Note:** Students must take LSCI 105, Information Theory and Practice, while they take WRIT 112, Academic Writing II. Students taking WRIT 100, Bridge to Academic Writing, are not eligible to take LSCI 105 until they are in WRIT 112, Academic Writing II. If a student has already taken the equivalent of Information Theory and Practice with a “C” or higher, the student is exempt from LSCI 105. The burden of proof is on the student, who must provide the official transcript by the end of the student’s second semester in residence at Woodbury.

**Category 2:** Mathematical Concepts & Quantitative Reasoning (200-level; 1 course, 3 units). Complete one (1) of the following courses from behavioral science or mathematics.
- MATH 220 • Business Mathematics
- MATH 221 • Statistics
- MATH 226 • Business Statistics
- MATH 249 • College Algebra
- MATH 251 • Trigonometry with Descriptive Geometry
- MATH 270 • Topics in Mathematics
- PSYC 221 • Statistics for the Social Sciences

**Category 3:** Art History and Humanities (100- or 200-level; 3 courses, 9 units). Complete one course from Art History, one course from Humanities, and one course from either Art History or Humanities.

**A. Art History Courses (Fine Arts, Applied Arts [Animation, Fashion Design, Graphic Design, or Interior Architecture], or Music). Complete one (1) of the following:**
- ANIM 240 • History of Animation
- ARCH 267 • World Architecture I
- ARCH 268 • World Architecture II
- COMM 222 • Film Studies
- COMM 223 • Film History
- FDES 260 • History of Fashion I
- FDES 261 • History of Fashion II
- ARTH 204 • History of Modern Art
- ARTH 205 • History of Contemporary Art
- ARTH 211 • History of Latin American Art
- ARTH 270 • Topics in Fine Arts
- GDES 260 • History of Graphic Design
- INAR 164 • Interior Architecture History 1
- INAR 265 • Interior Architecture History 2

**B. Humanities Courses (Academic Writing, Communication, Foreign Language, History, Interdisciplinary Studies, Literature, or Philosophy). Complete one (1) of the following:**
- WRIT 212 • Rhetoric and Design
- CHIN 220 • Beginning Chinese I
- COMM 203 • Communication Theory
- COMM 210 • Interpersonal Communication
- COMM 100 • Media Culture
- COMM 231 • Oral Interpretation
- INDS 101 • Journeys
- INDS 102 • Natures
- INDS 103 • Conflicts
- INDS 104 • Knowledges
- PHIL 201 • Introduction to Philosophy
- PHIL 210 • Ethical Systems
- PHIL 270 • Topics in Philosophy

**C. Complete also one (1) of the art history or humanities courses cited immediately above.**

**Category 4:** Social and Behavioral Sciences (100- or 200-level; 3 courses, 9 units). Complete three (3) of the following courses, with no more than two (2) courses from the same discipline (Anthropology, Economics, Interdisciplinary Studies, Politics and History, or Sociology):
- SOC 210 • Introduction to Sociology
- ANTH 220 • Cultural Anthropology
- ANTH 270 • Topics in Behavioral Science
- ECON 200 • Elementary Economics
- ECON 203 • Macroeconomics
- ECON 204 • Microeconomics
- INDS 101 • Journeys
- INDS 102 • Natures
- INDS 103 • Conflicts
- INDS 104 • Knowledges
- PSYC 200 • Introduction to Psychology
- PSYC 270 • Topics in Psychology
- URBS 100 • Introduction to Urban Studies

**Category 5:** Physical and Biological Sciences (200-level; 2 courses, 6 units)
Complete one (1) and one (1) biological science course; one of these courses must be a studio-lab course:

**A. Physical Science. Complete one (1) of the following:**
- ENVYT 220 • Environmental Studies
- PHYS 2720 • Topics in Physical Science

**B. Biological Science. Complete one (1) of the following:**
- ENVYT 220 • Environmental Studies
- BOLI 230 • Biology (studio-lab course)
- BOLI 231 • Human Biology (studio-lab course)
- BOLI 232 • Botany (studio-lab course)
- BOLI 270 • Topics in Biological Science
See your assigned faculty advisor early in your advising period so you can discuss your best academic choices for next semester and get registered, in compliance with the University Goal Date (November 27th)!

Category 6: Elective Course: Complete one (1) additional course from those listed in Categories 2 through 5.

Note: Individual majors may have designated required courses that are in the general education curriculum. They may also have additional courses mandated from those in the above categories. Please refer to individual majors for specific designated or additional general education requirements.

Upper-Division (300- and 400-level) requirements:
In order to develop the goals of the general education curriculum at a higher level of complexity and skill, students are required to complete two advanced courses. These courses are preferably based on active learning practices and a combination of short lectures to clarify information and seminar discussion (for critical analysis of the information). They often include group projects, oral presentations, and written assignments (essay exams, book reviews, research papers, etc.). In these courses, so-called objective exams (multiple choice, true-false, and fill-in-the-blank) are used only sparingly, if at all. A minimum of three separate measures of student performance are required, but at this level, at least two of them must be written assignments involving critical thinking and at least one opportunity to revise a written assignment must be provided. Class sizes are limited to 20 students. WRIT 112 Academic Writing II and LSCI 105 Information Theory and Practice are pre-requisites for all upper division—300- and 400-level courses—to help students achieve the goals of the General Education Curriculum. Additionally, students must have completed at least one (1) other course in or related to the discipline of the upperdivision course.

Complete two (2) courses of at least six (6) total units from the following (EXPERIMENTAL TOPICS CAN BE FOUND ON SELF-SERVICE. CHECK WITH THE REGISTRAR (MILLER HALL) FOR ALTERNATIVES):

For those elements of the General Education program that are part of degree-granting departments (Communication in Categories 1 and 3, Animation, Architecture, Fashion Design, Graphic Design, Interdisciplinary Studies and Interior Architecture in Category 3, and History, Interdisciplinary Studies, Politics and Psychology in Category 4) see the relevant department’s pages. For all other elements of the General Education program, see below. The descriptions below also include minors offered in Art History, Literature and Philosophy.

The School of Media, Culture, & Design administers the programs in Anthropology and Sociology and the Office of Student Development administers the program in Personal Development. The Institute of Transdisciplinary Studies administers all others.

**ATTENTION: ALL NEW STUDENTS**

**PPDV 100 Transition to College**
PPDV 100 is the introductory seminar course designed for all incoming freshman to stimulate and develop critical thinking, personal wellness, and academic self-reliance. Co-teachers (faculty and freshman peer advisors) infuse each class with activities and discussions based on research shared via TED talks and which apply to students’ lives beyond the PPDV 100 classroom and beyond their freshman year. Personal and Professional Development (PPDV) courses are offered in partnership between the Office of Student Development and the Institute for Transdisciplinary Studies. PPDV 100 has no prerequisite and cannot be repeated.

**PPDV 200 Transition to Woodbury**
For transfer students. Check with your advisor if you have a PPDV 200 option in your major.
POLICY AND PROCEDURES FOR ACCOMODATING STUDENTS AND APPLICANTS WITH SPECIAL NEEDS

Woodbury University is strongly committed to promoting and achieving equitable learning opportunities and participation for students with disabilities. The University complies with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and applicable state and local anti-discrimination laws. Pursuant to these laws, no qualified individual with a disability shall unlawfully be denied access to participation in or benefits from any services, programs, or activities of the University.

Procedures for Registering for Reasonable Accommodations

1. Accommodations Request Form. Log in at http://go.woodbury.edu (Log-in/password distributed at SOAR and afterward by emailing helpdesk@woodbury.edu). Click on the link under “Academic Resources.”

2. Documentation: Provide proper documentation which satisfies the following requirements:
   a. State specific disability, as diagnosed, and, when appropriate, relate the disability to the applicable professional standards, i.e., DSM-IV-TR/DSM-V.
   b. Provide relevant educational, developmental, and medical history.
   c. Describe the comprehensive testing and techniques used to arrive at the diagnosis. Include test results with subtest scores (standard or scaled scores) for all tests.
   d. Describe the functional limitations. Explain how the disability impacts the student’s daily functioning and abilities.
   e. Offer suggestions for accommodations for the disability and the rationale for the accommodations.
   f. NOTE:
      1. An Individualized Education Plan (IEP) or a 504 Plan is not sufficient documentation of a disability.
      2. The University may require additional documentation if it is determined that the existing documentation is incomplete or inadequate to ascertain the extent of the disability or the need for reasonable accommodation. The cost of obtaining documentation is borne by the student.
      3. Please consult with the Office of Student Development for specific documentation guidelines for particular disabilities.
   3. Discuss requested accommodations: Schedule an appointment with the Disabilities Coordinator, Dr. Teresa Young, in the Whitten Student Center. (818)394-3345 or email teresa.young@woodbury.edu

4. Notifying professors: Each semester, complete a Faculty Notification of Special Needs/ Accommodations Release Form if you would like your faculty to be informed and able to assist you in providing accommodations. This should be submitted at least two weeks prior to the start of the class. Any delay in submitting this request may delay the provision of accommodations.

For complete policies, refer to the University Catalog online or contact the Office of Student Development at osdwhit@woodbury.edu.

WHERE TO GO FOR WHAT

Refer to campus map for locations

WHAT YOU ARE LOOKING FOR / WHERE YOU WILL FIND IT

Academic Advising / Isaacs Faculty Center, School of Business, Whitten Student Center
Academic Forms and Petitions / Registrar’s Office (Miller Hall 103)
Audio-Visual Aides / University Library
Books and Supplies / Campus Bookstore
Career Guidance / Whitten Student Center
Changing Your Major / Registrar’s Office (Miller Hall 103)
Computer Log-in Accounts, Printing Account / Computer Lab (Miller Hall 204)
Emergency Student Loans / Whitten Student Center
Events Schedule / Whitten Student Center
Facilities Reservations / Whitten Student Center
Financial Loan/Scholarship Information / Financial Aid Office (Miller Hall 105)
Grades, Change/Petition / Registrar’s Office (Miller Hall 103)
Graphic Design Supplies / Campus Bookstore
Health Insurance / Whitten Student Center
Housing (On- and Off-Campus) / Whitten Student Center
Immigration Forms and Assistance / Whitten Student Center
Leave of Absence from Woodbury / Registrar’s Office (Miller Hall 103)
Lost and Found / Whitten Student Center
Money/Change (i.e. coins) / Business Office (Miller Hall 101)
Pay Tuition or Fees / Business Office (Miller Hall 101)
Personal Counseling / Whitten Student Center
Photocopies / University Library, Cabrini Hall, Miller Hall, Whitten Student Center
Postage and Mailing Services / Central Services (Whitten Student Center)
Program Change (Adding/Dropping Courses) / Registrar’s Office (Miller Hall 103)
Public Transportation (MTA) - Bus Schedules / Whitten Student Center
Publicity Approval / Whitten Student Center
Sports and Recreation (Intramural sports) / Whitten Student Center
Student ID Cards / University Library
Student Organizations / Whitten Student Center
Theft of Property / Whitten Student Center
Transcripts / Registrar’s Office (Miller Hall 103)
Transfer Credits / Registrar’s Office (Miller Hall 103)
Tutoring (free!) / Whitten Student Center

All continuing students are expected to be registered in their Spring classes by the University-wide Registration Goal date! Students with financial or other concerns which may prevent them from registering should consult with their faculty advisor BEFORE that date.

FREE STUDENT LOAN ADVICE. FOR REAL!

Questions about your loans? Join SALT™ to speak with one of our expert student loan counselors. You can also get help finding a scholarship, internship, or job, snag money-saving deals, and more. SALT is brought to you by a nonprofit—all for FREE, thanks to Woodbury University.

SPRING 2015 CLASSES: REGISTRATION GOAL DATE NOVEMBER 26!