Advisor Cliff Notes

General Advising Notes

- ***Before you get started***:
    - Introduce yourself & what you do at the college.
    - Ask about the student's goals at NCC.
    - Briefly discuss time management commitments of college work (class plus study time) & anything that impacts the student's schedule (commuting time, work, childcare, etc) to help flesh out a reasonable schedule.
- ***IMPORTANT:*** An advisor's signature on the student's registration form tells the Registrar's Office that the student has met all of the pre-requisites for the courses listed (or that the advisor has waived those pre-requisites).
- ***Note re: New:*** All first-time full-time students are expected to take Freshman Seminar (FS101) or College Forum (COL100) their first semester.
- ***Note re: Readmit:*** Students who have been out of NCC for 2+ consecutive years and had a GPA below 2.0 may want to consider the Fresh Start Option (see form in packet).
- ***Note re: Transfer:*** Students wishing to transfer credits should submit a Transcript Evaluation Request Form to the Academic Counseling Office.
- ***Students who have:***
    - ***Never taken ENG or MAT before:*** need to provide a copy of their ENG & MAT course placement information.
    - ***Have taken ENG or MAT at NCC:*** need to provide a copy of their transcript (& a copy of their Degree Works if possible).
    - ***Have taken ENG or MAT at another college:*** need to provide a copy of their transcript and/or course placement information.

Common Advising Errors

Subject / Course #	Prerequisite
CHE* 111	MAT* 136 **and eligibility** for ENG* 101
IDS 210	ENG* 102
IDS 220	ENG* 102
IDS 225	ENG* 102
IDS 230	ENG* 102
PSY* 111	ENG* 101 (or as co-requisite)
MATH	Math Classes Require C- to proceed to next level
ENG 101&101W	Student must register for ENG101 & ENG101W with the same instructor
MAT094E or MAT136E	If a student placed into an Embedded course they must register for the Embedded course.

Math Placement

- ***Transitional Strategies***: Students must register with a *BLUE non-credit registration form* or via MyCommnet (Math) Banner Code EDUCD5001
- ***MAT 094E or 136E:*** Students who place into MAT 094**E** or 136**E** (6 credits) cannot register for MAT 094 or 136 (4 credits), even if the MAT 094**E** or 136**E** sections are full.
- All students must earn a C- or higher to proceed to the next course level.
- ***Upon completion of MAT 094E or MAT 136E (6 credits):***
    - ***Grade between C- and D-***: May retake the course using the 4 credit option (MAT 094 or MAT 136).
- ***Upon completion of MAT 094E or MAT 094:***
    - ***Grade of C- or higher***: Proceed to MAT 136 (4 credits) or if more classroom time is desired proceed to MAT 136E (6 credits).
- ***Upon completion of MAT 136 or MAT 136E:*** see program requirements.

English Placement

- ***Transitional Strategies***: Students must register with Heather DeDominicis Hdedominicis@norwalk.edu (English) Banner Code EDUCD5002
- ***ENG 096***: Students who place into ENG 096 & want to be full-time are recommended to concentrate on their English & Math course, along with a freshman experience course (FS 101, 3 credit or COL 100, 1 credit).
- ***Upon completion of ENG 096***:
    - ***Grade of B or higher***: proceed to ENG 101
    - ***Grade between B- and C-***: proceed to ENG 101/101W
- ***ENG 101/ENG 101W***: Students must register with the same instructor- pair these by looking at the section number. Students placed into ENG 101/101W cannot register for ENG 101 alone even in the ENG 101/101W sections are full.
    - *Please note: students who previously scored into **ENG 88** now take **ENG 96***

NCC Courses available to students taking ENG096

Art	ART121 & ART 161
Biology/Nutrition	BIO111
Business	BBG101 & BBG231
Computer	CSA 105 (must be taken as co-requisite with ENG088)
Criminal Justice	CJS101, CJS102, CJS105 & CJS120
Grammar	ENG109
Hospitality	HSP100
Music	MUS140, MUS141, MUS150 & MUS170
Personal Growth	PSY100
Study Skills	FS101 & COL100
Sports/Dance/Exercise	HPE

Humanities Electives

(**Studio courses do not qualify**) **Art** (ART 100, ART 101, ART 102, ART 105, ART 205, and ART 207), **Communication** (COM 172 COM 202, COM 209), **Film and Media Studies** (COM 154)COM 157, COM 159, COM 205, COM 224, COM 256, COM257), **English as a Second Language** (ESL 142, ESL 152, ESL 192), **Foreign Languages** (ARA, CHI, FRE, GER, ITA, JPN, SPA), **Humanities** (HUM), the Creative Voice (IDS 210), Great Books (IDS 230), **Latino/Latin American Studies** (LAS 201, LAS 215), **Literature** (ENG 114, ENG 150, ENG 160, ENG 211, ENG 221, ENG 222, ENG 228, ENG 231, ENG 232, ENG 233, ENG 241, ENG 242, ENG 244, ENG 250, ENG 265, ENG 271, ENG 291, ENG 295), **Music** (MUS 101, MUS 103, MUS 104, MUS 115, MUS 121, MUS 122, MUS 132), **Philosophy/Religion** (all PHL), **Theater** (THR 101,THR 103, THR 104, THR 105), **Honors Program** (Cinema HP 200-215, **Philosophy** HP 216-230, **Literature** HP 231-250, Music HP 251-260, Great Books HP)

Interdisciplinary Courses

Students are required to take one designated Interdisciplinary course to graduate. The Interdisciplinary course will meet the College Core requirement in the Humanities, Social Science or Science area. The following courses meet the Interdisciplinary requirement:
• BIO 180 Prin. of Environmental Science (3-credit)
• BIO 181 Environmental Science (Sci. requirement 4 credit course with a Lab)
• SCI 114 Survey of Science (Sci. requirement 4 credit with a Lab)
Completion of ENG102 is required
• IDS 210 The Creative Voice (Humanities requirement)
• IDS 230 Great Books (Humanities requirement)
• IDS 220 Individuals and Society (Social Science requirement)
• IDS 225 Global Issues (Social Science requirement)

Liberal Arts Electives

Architecture (ARC), **Art** (ART), **Communication/Speech** (COM), **English** (ENG), **Foreign Languages** (ARA, CHI, FRE, GER,ITA, SPA), **Graphic/Web Design** (GRA), **Interdisciplinary Studies** (IDS), I**nterior Design** (IND), **International Studies** (INT), **Mathematics** (MAT), **Theater** (THR), **English as a Second Language (**ESL 142 and above**), Humanities Electives**, **Science Electives**, **Social Science Electives**.

Social Science Electives

Anthropology/Archaeology (ANT**), Economics** (ECN), **Individuals and Society** (IDS 220), **History** (HIS), **Political Science** (POL), **Psychology** (PSY), **Sociology** (SOC)

Open Electives

Open electives are additional courses students may take to meet graduation requirements beyond their College Core Requirements and specific major requirements. Open electives are defined as any credit course offered by the College with the exception of courses below the 100 level. Selected ESL credit courses may be used as open electives.

Selective Admission Programs

These are selective admission programs. Students can request these majors, but must speak with a Program Advisor regarding admissions requirements for these programs. Admission is not automatic. Students can be advised into pre-admission courses i.e. (ENG101, CHEM111, MAT136)

- LIBERAL ARTS-HONORS   • NURSING
- MEDICAL ASSISTANT   • PHYSICAL THERAPY
- MEDICAL OFFICE MGMT   • RESPIRATORY CARE
- VETERINARY TECHNOLOGY
- LEGAL ASSISTANT   (Certificate and A.S programs)

Academic Standing

Students whose cumulative GPA falls **below 2.00** may be placed on academic warning, probation, or suspension. **In that case they will need to meet with a Counselor for advisement.**

Satisfactory Academic Progress (SAP) If a Student presents with a SAP hold, an academic advisor signature permits the student to register as long as the student is **not on academic warning, probation, or suspension (GPA under 2.00)**.

D4-SAP Hold: Requires an **Academic Progress Plan form** to be filled out by an Academic Advisor. Academic Progress Plans are available in the Financial Aid Office. Student will provide the form to the advisor to fill out and sign.

Maximum Credit Hours which is exceeding 150% of the length of the student's educational program. For a 60-credit degree program, a student may receive financial aid for a maximum of 90. For a 30-credit certificate program may receive financial aid for a maximum of 45 attempted credit hours; An Academic Progress Plan form will need to be filled out.