ACKNOWLEDGEMENTS

This Academic Advising Resource Manual is the final product resulting from the combined efforts of many faculty and staff on campus. Thanks to everyone who contributed in ways large and small. Your assistance and collaboration is greatly appreciated.

Every attempt is made to ensure the accuracy of the information in this Manual. Sometimes, the best attempts still result in inaccurate or outdated information. Please contact the appropriate department for the most up-to-date information.

Division of Undergraduate Studies staff
ACADEMIC ADVISING RESOURCE MANUAL

Table of Contents

Section One: Freshman and Transfer Orientation
2017 Freshman and Transfer Orientation Dates ........................................................ I-1
Important Orientation Phone Numbers ................................................................. I-2
Orientation Participant Database ........................................................................... I-3
2017 Freshman Orientation Schedule ..................................................................... I-4
Freshman Advising and Registration Process ....................................................... I-7
2017 Transfer Orientation Schedule ..................................................................... I-10
Transfer Student Advising and Registration Process ......................................... I-12
College and Departmental Locations for Advising Meetings and Course Registration
   College of Agriculture, Forestry and Life Sciences ........................................... I-17
   College of Architecture, Arts and Humanities .................................................. I-18
   College of Behavioral, Social and Health Sciences ......................................... I-19
   College of Business ....................................................................................... I-19
   College of Education ..................................................................................... I-20
   College of Engineering, Computing and Applied Sciences ............................ I-20
   College of Science ....................................................................................... I-20
   Honors College ............................................................................................ I-21
Transfer Credit Policies ....................................................................................... I-22
   Transfer Credit Categories and Policies Matrix ............................................. I-24
Transfer Credit Evaluation Process ..................................................................... I-25
Credit by Examination Policies ........................................................................... I-26
   Advanced Placement (AP) Program .............................................................. I-26
   International Baccalaureate (IB) Program ..................................................... I-28
   Challenge Exams ......................................................................................... I-30
   College Board College-Level Exam Program (CLEP) .................................. I-31
Freshmen with College Credit ............................................................................. I-32

Section Two: Academic Enrollment Policies and Procedures
2017-2018 Academic Calendar ............................................................................. II-1
Academic Policies ............................................................................................... II-6
   Academic Forgiveness Policy ......................................................................... II-6
   Academic Eligibility Policy ........................................................................... II-7
   Withdrawal from Courses Policy ................................................................ II-13
   Withdrawal from the University ................................................................... II-14
Change of Academic Program or Change of Curriculum Year ............................. II-15
   General Guidelines for Changing Academic Programs ............................... II-15
   Changing Curriculum Year .......................................................................... II-16
Departmental Change of Academic Program Requirements .............................. II-17
Financial Aid ..................................................................................................... II-26
   HOPE, LIFE and Palmetto Fellows Scholarships at a Glance ...................... II-29
Lawful Presence/SC Illegal Immigration Reform Act ....................................... II-30
Codes for Undergraduate Majors and Concentrations and Certificate Programs ...II-32
Codes for Undergraduate Minors ....................................................................... II-38
Registration Process ......................................................................................... II-41
Section Three: General Education and Course Specific Information

General Education ................................................................. III-1
  2017-18 Requirements .............................................................. III-1
General Education Course List .................................................... III-4
  Selected One- and Two-Credit Elective Courses ......................... III-9
Course-Specific Information ..................................................... III-11
  Aerospace Studies (Air Force ROTC) ........................................... III-11
  Biology .................................................................................... III-14
  Chemistry .................................................................................. III-16
  CU1000 ................................................................................. III-18
  Cross-Cultural Awareness Requirement .................................... III-19
  English ...................................................................................... III-21
  Mathematics ............................................................................... III-22
  Military Leadership (Army ROTC) .............................................. III-25
  Modern Language Placement and Exemption ............................. III-29
  Science and Technology in Society (STS) ................................... III-32

Section Four: Advising Student Services Directory

College Advising Centers Matrix ................................................ IV-1
  Academic Advisors by College and Major ................................. IV-3
  College of Agriculture, Forestry, and Life Sciences .................. IV-3
  College of Architecture, Arts, and Humanities ......................... IV-4
  College of Behavioral, Social and Health Sciences .................. IV-6
  College of Business ................................................................. IV-7
  College of Education ............................................................... IV-8
  College of Engineering, Computing and Applied Science ........ IV-9
  College of Science ................................................................. IV-10
  Registration Coordinators ........................................................ IV-11
  Calhoun Honors College .......................................................... IV-21
  Fall 2017 Honors Seminars ..................................................... IV-23
  Health Professions Advising .................................................... IV-24
  International Student Policies and Services ............................. IV-25
  Veteran and Military-Connected Students ................................. IV-28
  Former Undergraduate Students Re-Enrolling ......................... IV-31
  Student Accessibility Services ................................................ IV-32
  Student Services Directory for Academic Affairs and Student Affairs .... IV-33
  Guide for Assisting Students with Emergency and Non-Emergency Needs .... IV-36

Section Five: Advising Overview

Academic Advising at Clemson University ................................... V-1
  Purpose and Mission ............................................................... V-1
  Advisor Responsibilities .......................................................... V-1
  Student Responsibilities .......................................................... V-2
  Frequently Asked Questions .................................................... V-2
NOTES, UPDATES AND CORRECTIONS