

Academic Success Center ♦ Haggard Hall, 2<sup>nd</sup> floor

TJU\_EF\_Advising@jefferson.edu ♦ 215-951-2729 ♦ eastfalls.jefferson.edu/successcenter

### Academic Advising

- Classes begin on Monday, August 22.
- **\*\*Your schedule is currently subject to change\*\*** You will be able to view your schedule in BannerWeb. Please see the document titled "Virtual Drop/Add Process" for detailed information.
- We recommend tracking updates on the university website for the latest information (link below). Keep an eye on your university email.
- As it is your first semester at Jefferson, you are considered a first-year student. You will be assigned a first-year advisor mid-August. You will be able to see your advisor in Degreeworks. Your Advisor will contact you during the 1<sup>st</sup> week of classes.
- First-year advisors are the primary contacts for all Jefferson transfer students in the first semester and are assigned by major. Your advisor is familiar with courses and academic policies, and is a trained teaching faculty member. We will answer your questions, monitor your progress, and guide you through your academic career at East Falls. The Academic Success Center is here to help you succeed.

### Transfer Credit

- All transcripts from previously attended institutions including Advanced Placement (AP), International Baccalaureate (IB) and any college or university must be sent to Jefferson University East Falls by the end of a student's first semester attended. Any outstanding transcript(s) not received will result in a "Transcript Hold" on a student's account.
- If a Portfolio Review is required to determine placement of design/studio related transfer credit please contact the Office of Admissions.
- For Transfer Credit questions and concerns please contact Deb Kaminski at [Deborah.Kaminski@Jefferson.edu](mailto:Deborah.Kaminski@Jefferson.edu)

### Registration for Spring 2023

- We register you for your first semester at the University, but you will register yourself for every semester after. You will receive an e-mail notification from the Registrar's Office about when your time ticket is available and where to find it. Time tickets are assigned by the amount of credit a student has. Information on how to register will be provided by the Academic Success Center.
- If you aren't taking WRIT-202: Writing Seminar II this Fall, you will need to register for it in the Spring. WRIT-202 is a required course in residency. Transfer students take WRIT-202 as a 4 credit course to make up for missing the 1 credit FYS course. HLMK-499: Capstone Folio Workshop is also a residency requirement.

### Academic Policies

- Good **academic standing** is defined as a 2.0 overall grade point average (GPA) and successfully completing 75% of all attempted courses.
- Students must take a minimum of 12 credit hours to maintain **full-time status**.
- Academic Programs may have their own progression criteria in order to stay eligible for your chosen program.

### Advising Resources

- **Drop/Add for Fall 2022**
  - The last day to add is Monday, August 29. The last day to drop (without a W/Withdraw) is Wednesday, August 31.
  - Please refer to the "Virtual Drop/Add Process" document for detailed information.
  - If you need to make any schedule changes in your first semester, you can do so in BannerWeb. Feel free to adjust your class days and times if needed, and only if there are available seats. If you need to change a course entirely, we recommend you work with your advisor or Gina May at [Gina.May@Jefferson.edu](mailto:Gina.May@Jefferson.edu)

- **BannerWeb**
  - BannerWeb is the main student information system where you can access your grades, your unofficial transcript, your class schedule, etc.
  - You will also use BannerWeb to search the course schedule and register, as well as drop/add.
- **Starfish**
  - The Starfish early alert/kudos system assists with your adjustment to East Falls
  - Tutoring appointments are available through Starfish
- **Program Checksheet and Degreeworks**
  - You can access Degreeworks through BannerWeb.
  - View a current degree audit based upon a student's current requirements and catalog year, and access a list of remaining requirements and see where your transfer credits are.
  - In Degreeworks, you can process scenarios for changing majors or adding minors. You can meet with your advisor to create course sequencing plans from now until graduation.
  - <https://www.jefferson.edu/life-at-jefferson/handbooks.html>
- **Canvas**
  - Canvas is a learning management system that connects students and the professors of their courses
  - <https://canvas.jefferson.edu/>

## Jefferson East Falls Support and Resources

- **COVID-19 Website for all of the latest University updates**
  - <https://www.jefferson.edu/coronavirus.html>
- **Tutoring**
  - TJU\_EF\_Tutoring@jefferson.edu
  - <http://www.eastfalls.jefferson.edu/successcenter/>
- **Registrar**
  - tju\_ef\_registrar@jefferson.edu
  - <http://www.eastfalls.jefferson.edu/registrar/>
- **Course Descriptions**
  - <https://www.jefferson.edu/life-at-jefferson/handbooks/course-descriptions.html>
- **Academic Policies**
  - <https://www.jefferson.edu/life-at-jefferson/handbooks/policies.html>
- **Accessibility Services**
  - AccessibilityServices@PhilaU.edu
  - <http://www.eastfalls.jefferson.edu/accessibilityservices/index.html>
- **Counseling Services**
  - TJU\_EF\_CounselingServices@Jefferson.edu
  - <http://www.eastfalls.jefferson.edu/counseling/>
- **Career Services**
  - careerservices@philau.edu
  - <http://www.eastfalls.jefferson.edu/careerservices/>
- **Safety and Security/Parking**
  - 215-951-2620
  - EMERGENCY LINE: 215-951-2999  
(recommended to save now in your phone)
  - <http://www.eastfalls.jefferson.edu/security/index.html>
- **Technology Help Desk**
  - <http://www.eastfalls.jefferson.edu/oir/TechnologyHelpDesk.html>
- **Dining Services**
  - <http://www.eastfalls.jefferson.edu/diningservices/>
- **Residential Life**
  - tju\_ef\_reslife@jefferson.edu
  - <http://www.eastfalls.jefferson.edu/reslife/index.html>
- **Student Engagement**
  - StudentEngagement@PhilaU.edu
  - <http://www.eastfalls.jefferson.edu/studentengagement/>
- **Student Accounts**
  - Tuition.Office@jefferson.edu
  - 215-503-7669
  - [https://www.jefferson.edu/university/finance/student\\_alumni.html](https://www.jefferson.edu/university/finance/student_alumni.html)
- **Financial Aid**
  - financialaid@jefferson.edu
  - <http://eastfalls.jefferson.edu/financialaid/index.html>
- **Health Services**
  - HealthServices@PhilaU.edu
  - 215-951-2986
  - <http://www.eastfalls.jefferson.edu/healthservices/>
- **Student Life and Resources main page**
  - <http://www.eastfalls.jefferson.edu/studentlife>