BACHELOR OF GENERAL STUDIES
Academic Advising Syllabus
www.txstate.edu/ucollege/bgs.html

Advising Center Staff:

Academic Advisors

Amy Beck           Jaimie Haider
Jessica Luhn       Michelle Sotolongo
Matthew Torres

Round Rock Campus: Arin Ely, Avery 201, 512-716-4001

Office: Undergraduate Academic Center 120

Phone: 512-245-2218 Make advising appointments by calling this number. If you are unable to keep your appointment, please call to cancel or reschedule as early as possible.

General Email: ucadvising@txstate.edu

Important Note: Because email is an official form of University communication, advisors in the University College Advising Center use email as the primary means of contacting students.

Hours: Monday through Friday, 8am - 5pm

Mission: The University College Advising Center will provide accessible, friendly, and accurate academic advising to students at Texas State. We are dedicated to:

* providing exploratory students with direction, decision-making skills, materials, and referrals to assist in the career exploration process
* assisting exploratory-professional students in meeting the admission standards for the McCoy College of Business administration
* assisting exploratory-international students in understanding major choices and the high standards of admission into the International Studies program
* guiding students toward graduation with a Bachelor of General Studies degree
* promoting the value and requirements of the Texas State University core curriculum
* informing students of University policies and procedures
* respecting students’ decisions in the academic advising process
## Advisor Responsibilities
**What you should expect from your advisor:**

<table>
<thead>
<tr>
<th>Provide accurate and up-to-date information about Texas State regulations, policies, and procedures</th>
<th>Correctly interpret degree and major requirements, including those regarding the Core Curriculum</th>
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<tbody>
<tr>
<td>Maintain confidentiality and be knowledgeable of the Federal Educational Rights and Privacy Act (FERPA)</td>
<td>Help students define and develop realistic goals</td>
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<tr>
<td>Assist students with developing educational plans consistent with their abilities and interests</td>
<td>Be knowledgeable about Texas State resources (study skills, counseling, career exploration) and make appropriate referrals</td>
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<tr>
<td>Provide a safe space in which to share your thoughts, aspirations, concerns, and interests</td>
<td>Accept responsibility for decisions and actions that affect your educational progress and goals</td>
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## Student Responsibilities
**What we should expect from you:**

<table>
<thead>
<tr>
<th>Come to advising appointments prepared. Bring all advising related materials, questions, etc</th>
<th>Clarify personal values and goals</th>
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</thead>
<tbody>
<tr>
<td>Activate and regularly check your Bobcat email account for communications from University faculty, staff, and administration</td>
<td>Check for registration holds and eligibility on SSB/know academic calendar</td>
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<tr>
<td>Use campus resources</td>
<td>Ask questions if you do not understand an issue or have a concern</td>
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## Expected Activities for Bachelor of General Studies Students

- Explore your academic and career interests
- Consider what three areas you wish to focus on for your three minors
- Examine your skills, interests, and values
- Use technology to assist in your academic planning
- Interact constructively with faculty members
- Discover your personal learning style and learn how you can use it to be a more successful student
- Learn to successfully manage your time
- Learn to ask for help when you need it
- Come to see your academic advisor as a mentor who can guide you as you journey toward graduation

## Questions to Ask Yourself

- Do you check your Bobcat mail?
- Are you using a planner to keep track of assignment due dates and exams?
- Do you know when important dates are coming up—or where to find them in the academic calendar? [www.registrar.txstate.edu/persistent-links/academic-calendar.html](http://www.registrar.txstate.edu/persistent-links/academic-calendar.html)

## Recommended Resources

- University College Advising Center website: [http://www.ucollege.txstate.edu/advising/](http://www.ucollege.txstate.edu/advising/)
- Bachelor of General Studies website: [www.txstate.edu/ucollege/bgs.html](http://www.txstate.edu/ucollege/bgs.html)
- Texas State Undergraduate Catalog [www.txstate.edu/curriculumservices/catalogs/undergraduate/catalogs](http://www.txstate.edu/curriculumservices/catalogs/undergraduate/catalogs)
- CatsWeb Student Services [www.txstate.edu/catsweb/catsstud.htm](http://www.txstate.edu/catsweb/catsstud.htm)
- Career Services [www.careerservices.txstate.edu/](http://www.careerservices.txstate.edu/)
Texas State Academic Calendar
Summer & Fall 2014

1st 5 week courses (Summer)  2nd 5 week classes (Summer)  Fall classes

**MAY**

1-30  Registration and Schedule Changes

**JUNE**

2  First Day of Classes
2-3  Schedule Changes, ends at 3pm on 6/3
5  Official 4th Class Day
5  Drop with Refund (not withdraw) ends at midnight
20  Last Day to Drop a Class – ends at 5pm
20  Automatic “W” deadline – ends at 5pm
26  Last Day to Withdraw – ends at 5pm

**JULY**

1-2  Late Registration and Schedule Changes, ends at 3pm on 7/2
2  Last Day of Classes
3  Final Exams
4  Independence Day – Classes do not meet
7  First Day of Classes
7-8  Schedule Changes, ends at 3pm on 7/8
8  Grades Available via WEB for classes ending on or before July 5
10  Official 4th Class Day
10  Drop with Refund (not withdraw) ends at midnight
24  1st 8 week Automatic “W” Deadline ends at 5pm
25  Last Day to Drop 1st 8 week class – ends at 5pm

**AUGUST**

6  Last Day of Classes
7  Final Exams
8-21  Late Registration & Schedule Changes, ends at 3pm on 8/21
11  Grades available via WEB for classes ending on or before August 7
25  First Day of Class

**SEPTEMBER**

1  Labor Day – Classes do not meet
3  Schedule Changes, ends at 3pm on 9/3
10  Official 12th Class Day
10  Drop with Refund (remaining enrolled in at least one hour) ends at midnight
24  1st 8 week Automatic “W” Deadline ends at 5pm
25  Last Day to Drop 1st 8 week class – ends at 5pm

**OCTOBER**

8  Withdrawal Deadline for 1st 8 week classes – ends at 5pm
9-31  Registration for Spring 2015
13  Midterm registration, ends at 3pm
14  Midterm Classes Begin
23  Automatic “W” Deadline. Last Day to Drop a Class (remain enrolled in at least one hour) ends at 5pm

**NOVEMBER**

1-30  Registration for Spring 2015
20  Withdraw Deadline (go to zero hours enrolled) ends at 5pm
26-30  Thanksgiving Break – Classes do not meet

**DECEMBER**

4  Last Day of Classes
6-12  Final Exams
17  Grades Available
The Bachelor of General Studies is a multidisciplinary degree that emphasizes a student’s educational path and the connection to his/her career goals. The focus of this degree is to identify links between personal interest and career goals using three chosen minors (68 options).

Before declaring a General Studies major, students should:
- Have an idea of their intended career field
- Identify transferable skills needed for their career field
- Choose three minors based on required skills
- Explain how they intend to integrate their three minors in a project and career field.

As with any major, it is important that you check with a University College advisor on a regular basis to ensure that progress is being made in meeting BGS program requirements. Take particular notice that the minors used for this degree may have different requirements than those listed in the Texas State catalog because of the advanced hours requirement and the minimum acceptable grade of “C” in minor courses. Additionally, since the purpose of the major is to ensure a breadth of education across the three chosen minors, certain minor combinations with course duplication may not be allowed. Finally, enrollment in the GNST 3350 and GNST 4350 course is limited to BGS majors in good academic standing, and, due to class size limits, enrollment is not guaranteed for a given semester. Consultation with your BGS advisor, early planning and registration should ensure that this would not become an issue. Frequent reference to the BGS website should also help.

http://www.txstate.edu/ucollege/bgs.html