

Virginia Wesleyan College Marlins Take Four

2014-2015 EDITION



A PUBLICATION OF THE OFFICE OF ACADEMIC AFFAIRS

VIRGINIA WESLEYAN COLLEGE - 1584 WESLEYAN DRIVE - NORFOLK, VA 23502

WRITTEN & EDITED BY MS. DEBORAH L. HICKS, MRS. LESLIE J. HINES, DR. TIMOTHY G. O'ROURKE,
DR. SARA A. SEWELL, MRS. ROBIN C. TAKACS & DR. R. CATHAL WOODS

Marlins Take Four

Introduction

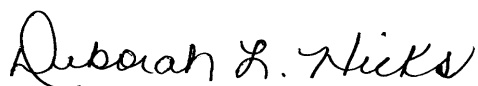
Welcome VWC Marlin!

Marlins Take Four is designed to help you complete a Virginia Wesleyan College degree in four years, well-prepared for graduate school and/or a meaningful career. Keep this guide handy and refer to it often. Use it in conjunction with the 2014-2015 VWC Catalog (your catalog year of entry) and frequent consultation with your faculty advisor. Take time to understand College policies and requirements for graduation, learn about the resources available to you as a student, and practice strategies that will lead to academic success.

My door is always open. I encourage you to seek me out when you are not certain where to turn for clarification or help.

All of us on the VWC faculty and staff want to see you proudly walk across the graduation stage to receive your degree four years from now!

Best wishes,



*Deborah L. Hicks
Associate Dean for Academic Support
Clarke Hall 216*

Table of Contents

Part One: Advising at Scene I of New Student Orientation

- I.1 The VWC Curriculum
- I.2-3 College Requirements for Graduation
- I.4-5 Hints for Developing a Course Schedule
- I.6-7 Steps for Choosing Your Courses
- I.8 Notes
- I.9 Advising/Registration Materials
 - Foreign Language Placement Information (Pink insert)
 - Quantitative Perspectives Advising Guide (Tan insert)
 - WebAdvisor Online Registration Guide for Students (Lilac insert)

*Part Two: **Preparing for Scene II of New Student Orientation***

- II.1 Summer Reading Assignment: Persepolis by Marjane Satrapi
- II.2 Persepolis Overview
- II.3-4 Persepolis Reading Group Guide
- II.5 Common Questions Between Scene I and Scene II
- II.6-8 Marlin Academics Articulation Statement for Students
- II.9 Notes

*Part Three: **Succeeding in Four Years***

- III.1-3 The “Marlins Take Four” Plan
- III.4-7 The Four-Year Plan
- III.8 The Four-Year Graduation Guarantee
- III.9 The What, How & Why of the Liberal Arts: Setting an Attitude
- III.10 Selecting a Major
- III.11 WebAdvisor Online Educational Planning
- III.12 Advising Preparation Worksheet
- III.13 E-mail Communication with Instructors
- III.14 Academic Self-Management Inventory
- III.15 Notes
- III.16 Developing Your Academic and Study Skills
- III.17 Planning a Better Study Schedule
- III.18 High Impact Practices: Accentuate Your College Experience
- III.19 Is Graduate School in Your Future?
- III.20 Letters of Recommendation from the Professor’s Point of View
- III.21 Notes
- III.22-23 FAQs About Services at Virginia Wesleyan College
- III.24-31 An A-Z Guide to Virginia Wesleyan College

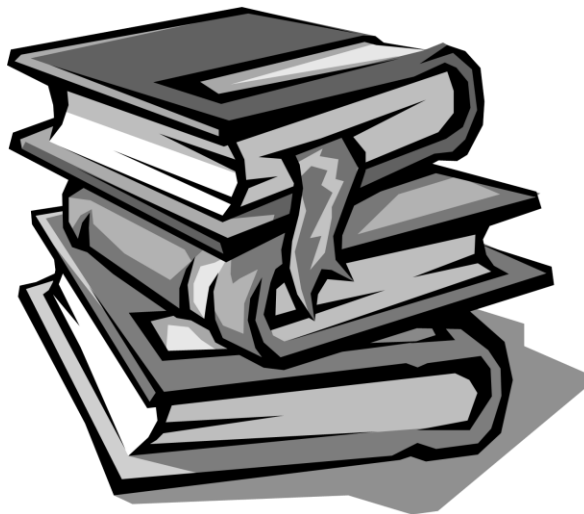
Marlins Take Four

Part One:

Advising at Scene I of New Student Orientation

The VWC Curriculum

- The standard course is four semester hours (at most schools, it is three). You will typically average four courses per semester.
- You will explore content more deeply and engage in learning activities in each of your courses, which are designed to help you become a successful, independent learner.
- You will gain a deeper understanding of course material while simultaneously developing essential intellectual skills associated with a liberal arts education.
- You will learn by doing, connect theory with practice, and link classroom learning to real-world problems.



College Requirements for Graduation

Required Minimum of 128 Credit Hours

THE CURRICULUM CAN BE DIVIDED INTO THIRDS:

1/3 = GENERAL STUDIES AND FRAMES OF REFERENCE COURSES

1/3 = THE MAJOR

1/3 = ELECTIVES AND/OR MINOR OR SECOND MAJOR

FIRST YEAR EXPERIENCE

- First Year Experience (required for all students entering with fewer than 12 earned semester hours, and available to any student entering with fewer than 24 earned hours)

GENERAL STUDIES COMPETENCIES (1/3 OF COURSE REQUIREMENTS)

- English
 - English 105 (minimum grade of C)
- Foreign Language
 - exempt foreign language through satisfactory high school completion, **or**
 - successfully complete work through the 213 course (up to 12 semester hours)
- Laboratory Science (lecture and lab – 4 semester hours)
- Writing Intensive (W) Courses – 2 upper-level “W” courses
 - **excluding** ENG 105 and sophomore-level “T” course

FRAMES OF REFERENCE COURSES – TAKE 1 COURSE IN EACH OF THE FOLLOWING 6 FRAMES:

- Aesthetic Understanding (A)
- Historical Perspectives (H)
- Quantitative Perspectives (Q)
- Institutional and Cultural Systems (S)
- Sophomore-level Literary Textual Analysis (T)
- Ethical Values and Faith Perspectives (V)

SENIOR INTEGRATIVE EXPERIENCE – 1 COURSE

- Senior Integrative Experience (I)

THE MAJOR (1/3 OF COURSE REQUIREMENTS)

- Successfully complete all requirements for the major (no more than 64 semester hours in any one discipline or more than 88 semester hours in two disciplines count for graduation)

ELECTIVES AND/OR MINOR OR SECOND MAJOR (1/3 OF COURSE REQUIREMENTS)

- Successfully complete courses in addition to the General Studies and major, which contribute to the minimum academic requirement of 128 hours for graduation

DIVISIONAL REQUIREMENTS

- Among the courses taken for General Studies, a minimum of 3 semester hours must be successfully completed in each:

- Humanities
- Natural Sciences and Mathematics
- Social Sciences

COURSE HOURS

- 128 semester hours (2/3 of which must be traditionally-graded)

GRADE POINT AVERAGE

- 2.0 (C) average in both the major and as a cumulative GPA, **or**
- 2.5 average for the comprehensive liberal studies and the history and social science majors, **or**
- 2.7 average for the individualized major

RESIDENCE REQUIREMENT

- The last 32 semester hours must be completed at Virginia Wesleyan, **and**
- At least 16 semester hours in the major must be completed at Virginia Wesleyan

Hints for Developing a Course Schedule

Balance Your Course Load

- ❑ The maximum course load is 18 semester hours, which is not advised for freshmen. For the fall semester of your freshman year, most students will enroll in 17 semester hours. That's four four-hour courses and the one-hour First-Year Experience (FYE) course.
- ❑ You should enroll in an average of 16 semester hours in each fall and spring semester. Averaging 32 semester hours per year is required to graduate with 128 hours in four years.
- ❑ You must register for a minimum of 12 semester hours to be considered a full-time student, to qualify for Federal financial aid, and to participate in college athletics.
- ❑ Athletes may want to enroll in fewer hours (12-14) during the semester in which their sport is in season. Remember: To participate in college athletics, you must be enrolled for a minimum of 12 hours and maintain this course load throughout the entire semester.
- ❑ Lecture+Lab courses comprise six hours of your weekly schedule (even though they are worth four semester hours). You will meet in a lecture setting for three 50-minute sessions, or two 75-minute sessions, plus a three-hour lab.
- ❑ In most cases, you should take courses at the 100 and 200 level for the fall semester of your freshman year. However, students bringing in 15 or more college credits from AP, IB, or dual enrollment, may take some recommended advanced courses (GREEN handout provided at Scene I advising).
- ❑ You can also take courses in Winter and Summer sessions. See the Registrar's website or VWC Catalog for college policy on enrolling in either of these sessions.
- ❑ Additional information is provided in the VWC Catalog, which you will receive when you arrive for Scene II of New Student Orientation.

Fall Semester Overview

- ❑ You must take FYE 101, which in most cases will be paired with another course.
- ❑ You must take ENG 105 or ENG 001, if recommended, unless you have already received academic credit for it through dual enrollment, AP, or IB credits.

- ❑ You are strongly advised to enroll in a language course for the fall semester, if you need to start or complete your foreign language. Remember to check your placement!
- ❑ Explore majors. Think about taking a course in a possible major.
- ❑ Consider fulfilling an additional General Studies or Frames of Reference requirement. In particular, the Quantitative Reasoning (Q) frame is typically satisfied by a MATH course. Your summer advisor will tell you if you should enroll in this course for the fall semester.
- ❑ Think about taking an elective. Use your time at college to explore subjects that sound interesting and to try new subjects. Broaden your horizons!



Steps for Choosing Your Courses

Step 1

Check your placement information on the student advising sheet that your advisor will provide you during Scene I. Your quantitative (Q) and foreign language (FL) placement levels indicate the courses for which you are prepared, based on high school preparation, grades, and/or test scores. Your faculty summer advisor will provide you with placement level information during your Scene I advising session.

Please refer to the quantitative and foreign language code charts (TAN and PINK handbook inserts) located in this section of the handbook to find your specific course requirements. (Satisfaction of foreign language is indicated by of code of 7).

Step 2

Check your advising sheet for AP, IB or dual enrollment course credits received by VWC. Based on your responses to the Web Applications Questionnaire, we have listed what courses you anticipate receiving and what credits VWC has actually received. Please tell your advisor if you are expecting AP, IB, or dual enrollment credits. If you don't see your credits appear, check with the Registrar during Scene II to determine if your scores and transcripts have arrived.

NOTE: In order to receive credits for dual enrollment, you must request that your transcript from the college that granted the grade be sent directly to VWC.

Step 3

Check your student advising sheet for any courses in which you may already be registered. Every freshman has already been assigned to a First Year Experience (FYE) section for the fall semester. You may have a second course listed in which you are registered, selected for you as a result of your responses to the online academic questionnaire. Please do not make changes to these courses, unless absolutely necessary to resolve a time conflict with another course you must take this fall. List the registered courses with days and times on the schedule planning sheet, given to you by your summer advisor.

Step 4

Choose possibilities for 3 -4 other courses on the Mini-schedule of Classes. (GREEN handout provided at Scene I advising).

Freshman year is a good time to begin enrolling in general studies courses (GS) as well as an introductory course to a major that interests you. The mini-schedule of classes (GREEN handout) will list 100 and 200-level courses that are best suited for most freshmen. The example below shows how courses are listed. From left to right, you will find the **general studies** letter (GS), the **department or discipline**, the **course and section number**, **course title**, **number of credits**, **meeting day(s)**, and time.

GS*	Dept.	Course & Sec	Title	Credits	Day/Time
S	AMST	200 01J	Intro to American Studies	4	MW 01:00PM-2:15PM
A	ART	205 01B	Drawing I	4	MTWF 12:00PM-12:50PM
L	CHEM	120 01A	Introductory Chemistry	4	MWF 08:30AM-09:45AM

*GS - General Studies Competencies (Requirements) & Frames of Reference

On your schedule planning sheet, make a note of this information for each course you want to consider. Do not neglect the section number.

Pay attention to the days and times! You can't take two courses at the same time on the same day.

Types of courses to look for include:

- Foreign language (if advised)
- An introductory course in a possible major
- General Studies
- Electives

Step 5

Choose a section of ENG 105 or, if recommended, ENG 001. There are lots of ENG 105 sections and at least one of them will fit with your other courses. List your ENG 105 information on your schedule planning sheet.

NOTE: For selected freshmen it may be suggested on the student planning sheet that you wait until the spring semester to enroll in ENG 105. Talk with your summer advisor about your best option.

Step 6

Select Alternate Courses. It's a "freshman reality" that you might not get all of your top choices for courses and/or sections. You should have a back-up plan. Look through the Mini-schedule of Classes (GREEN handout provided at Scene I advising) for alternate courses and sections. Select *at least one more FYE/paired course and at least three or four other courses for alternates*. List your alternates on your schedule planning sheet.

NOTES:

**Advising/Registration
Materials**

Language Codes	Foreign Language Placement Information
FLP 7	(FLP 7) You have satisfied the college's Foreign Language Proficiency requirement.
FLP 6	(FLP 6) Your placement is PENDING . Please contact Mrs. Hill to finalize your placement. 757.455.2127 or ghill@vwc.edu
FLP 13	(FLP 13) Please contact Mrs. Hill. 757.455.2127 or ghill@vwc.edu
FLP P1	(FLP P1) You have not satisfied the college's foreign language requirement. We offer: French, German, Latin, or Spanish. You must begin with the #111 course. Three courses are required in this chosen language: course # 111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP FR 2	(FLP FR2) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the French Language, you should enroll in FR 112. Only two courses in this language are required: FR 112, and FR 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: German, Latin, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP FR3	(FLP FR3) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the French Language, you should enroll in FR 213. Only one course in this language is required: FR 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: German, Latin, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP GER2	(FLP GER2) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the German Language, you should enroll in GER 112. Only two courses in this language are required: GER 112, and GER 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, Latin, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP GER3	(FLP GER3) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the German Language, you should enroll in GER 213. Only one course in this language is required: GER 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, Latin, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.

Language Codes	Foreign Language Placement Information
FLP LAT2	(FLP LAT2) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Latin Language, you should enroll in LAT 112. Only two courses in this language are required: LAT 112, and LAT 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP LAT3	(FLP LAT3) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Latin Language, you should enroll in LAT 213. Only one course in this language is required: LAT 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Spanish. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP SPAN2	(FLP SPAN2) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Spanish Language, you should enroll in SPAN 112. Only two courses in this language are required: SPAN 112, and SPAN 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Latin. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP SPAN3	(FLP SPAN3) You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Spanish Language, you should enroll in SPAN 213. Only one course in this language is required: SPAN 213. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Latin. In this case, three courses in the new language are required: course #111, #112, and #213. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #213 course in this language.
FLP SPAN4	(FLP SPAN4) You are a student in the Adult Studies Program and you have not satisfied the college's foreign language requirement. You must take both SPAN 104 and SPAN 105 to satisfy your graduation requirement of Foreign Language Proficiency. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass SPAN 105.
FLP SPAN5	(FLP SPAN5) You are a student in the Adult Studies Program and you have not satisfied the college's foreign language requirement. You may begin with SPAN 105 or choose to start at SPAN 104. Only one course in this language is required: SPAN 105. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass SPAN 105.

Language Codes	Foreign Language Placement Information
FLP T 1	(FLP T 1) You are a Transfer Student bringing in 60 or more credit hours. You have not satisfied the college's foreign language requirement. You may choose any language to study. We offer: French, German, Latin, or Spanish. You must begin with the #111 course. Two courses are required in this chosen language: course # 111, and #112. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #112 course in this language.
FLP T FR	(FLP T FR) You are a Transfer Student bringing in 60 or more credit hours. You have not satisfied the college's foreign language requirement. If you choose to continue your study of the French Language, you should enroll in FR 112. Only one course in this language is required: FR 112. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: German, Latin, or Spanish. In this case, two courses in the new language are required: course #111, and #112. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #112 course in this language.
FLP T GER	(FLP T GER) You are a Transfer Student bringing in 60 or more credit hours. You have not satisfied the college's foreign language requirement. If you choose to continue your study of the German Language, you should enroll in GER 112. Only one course in this language is required: GER 112. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, Latin, or Spanish. In this case, two courses in the new language are required: course #111, and #112. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #112 course in this language.
FLP T LAT	(FLP T LAT) You are a Transfer Student bringing in 60 or more credit hours. You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Latin Language, you should enroll in LAT 112 or choose to start at a lower level. Only one course in this language is required: LAT 112. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Spanish. In this case, two courses in the new language are required: course #111, and #112. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #112 course in this language.
FLP T SPAN	(FLP T SPAN) You are a Transfer Student bringing in 60 or more credit hours. You have not satisfied the college's foreign language requirement. If you choose to continue your study of the Spanish Language, you should enroll in SPAN 112. Only one course in this language is required: SPAN 112. Or, you may choose to satisfy your graduation requirement of Foreign Language Proficiency by studying a different language. We offer: French, German, or Latin. In this case, two courses in the new language are required: course #111, and #112. Your graduation requirement of Foreign Language Proficiency will be satisfied when you pass the #112 course in this language.

FLP 7	FLP 6	FLP 13	FLP 1	FLP FR 2	FLP FR3

Foreign Language Proficiency

All students must demonstrate proficiency in a language other than English.

Proficiency can be demonstrated by:

- Completion of one language in high school through the third level with a final grade of C or higher.
- Advanced Placement.
- Score of at least 600 on the CEEB Foreign Language Achievement test.
- Completion of language studies through VWC's 111 / 112 / 213 course.
- Completion of language studies through VWC's 112 course. (Students bringing in 60 or more credits)
- Transfer credit for college level coursework through the intermediate level.
- CLEP (Registrar's approval required.)
- Proficiency in a language other than English. (Interview required.)

Please contact Mrs. Genai Hill, Director of Placement Reporting.
757.455.2127 or ghill@vwc.edu.

Quantitative Perspectives Advising Guide

Graduation requirement: One Quantitative Perspectives (Q) course

- AP credit is available for Calculus AB, Calculus BC and Statistics. This AP credit satisfies the Q graduation requirement.
- Similarly, transfer and dual enrollment credits may apply.
- First year students who want or need Calculus (Math 135, 171 or 172) should take the course this FALL.
- Math 210 Introductory Statistics and PSY 210 Statistical Analysis in Psychology are not open to first year students.
- To challenge your mathematics placement, attend the Mathematics Advising special session during Scene One.

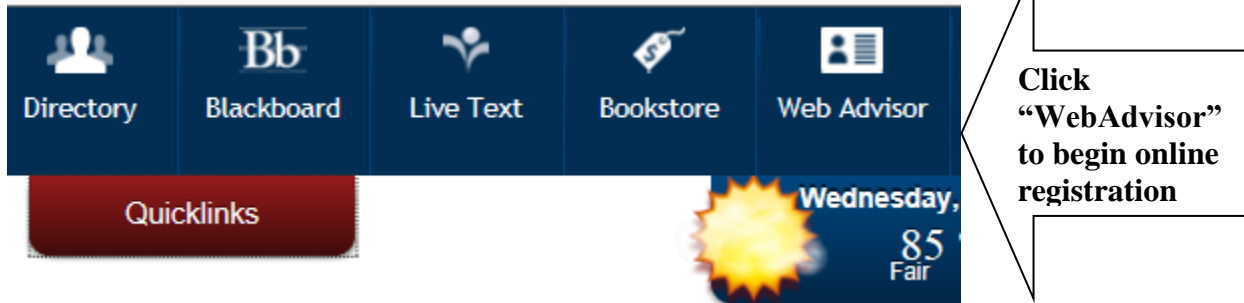
Courses appropriate for first year students	
Placement	Q course options
H	Attend the Mathematics Advising special session during Scene One for <i>Calculus</i> placement
A	Math 150 Topics in Modern Mathematics (Fall, Spring) Math 171 Calculus I (Fall only) Plus courses listed under H, A or B
B	Math 135 Calculus with Precalculus, Part I (Fall only) Math 150 Topics in Modern Mathematics (Fall, Spring) Plus courses listed under H, A or B
H, A or B	Math 189 Games and Decisions (most Fall semesters) CS 110 Introduction to Programming with Visual BASIC (Spring) CS 112 Computer Programming I (Fall) ¹
C	Math 104 Algebra and Its Applications (Every semester, Winter Session)
D	Attend the Mathematics Advising special session during Scene One.
Courses appropriate for second year and above	
H, A or B	Math 189 Games and Decisions Math 210 Introductory Statistics (Fall, Winter, Spring, not for first year students) CS 110 Introduction to Programming with Visual BASIC (Spring) CS 112 Computer Programming I (Fall) ¹ SW 450 Research Methods in Social Work (junior & senior status , Social Work majors only) POLS 265 Research Methods (Fall; Political Science majors only; not for first year students) PSY 210 Statistical Analysis in Psychology (Fall; Psychology majors only; not for first year students)
C	Math 104 Algebra and Its Applications

For further information, please contact Dr. Lydia Kennedy at 757.455.3371 or Mrs. Genai Hill at 757.455.2127.

¹ Enrollment in CS 112 Computer Programming I is limited and generally fills with students in the major.

VWC WebAdvisor Online Registration Guide for Students 2014

Open an Internet Browser (Mozilla Firefox, Internet Explorer or Chrome) to the VWC home page (<http://www.vwc.edu>) click on the word Quicklinks in the red bar at the center of the screen. Then in the Quicklinks menu you will see a link to “WebAdvisor” at the right side of the screen.



You will now need to “Log In” to WebAdvisor. Click on the “Log In” tab located on the top of the page. (TIP: Always use the tabs at the top of Web Advisor to navigate the pages stay away from the “back” button in your browser.)

From this screen ANY “Guest” will be able to search for Courses without logging in by clicking on the gold bar that says “Search for Courses”. Some students open a second window to search for classes and availability – BUT you MUST log in to WebAdvisor to actually register for classes.

You will see the following “Log In” screen. Use your Username (your e-mail address without the “@vwc.edu”) and current “random” password assigned by Computer Services. Your User ID should be your first initial, middle initial and last name. Your password should be first initial, last initial, birthdate in 2 digit format (mmddyy) AND the last digit of your zip code. *Jane C. Doe with a birthdate of January 5, 1996 and zip code of 12345 would have a password of jd0105965.*

VIRGINIA WESLEYAN COLLEGE LOG IN

UserID and password are the same as your on-campus computer login. Remember - UserIDs and passwords are case sensitive.

As an example, say your network username is jpublic
enter jpublic in the “User ID” field

If you have difficulties, contact the VWC help desk at 757-455-3111 (option 2) or email helpdesk@vwc.edu

Zero fill month and day of your password

User ID

Password

Enter User ID and Password and click **LOG IN**

LOG IN

User ID and Password for WebAdvisor are the same as your on-campus computer network log in account. Remember - UserIDs and passwords are case sensitive and usually lower case.

VWC WebAdvisor Online Registration Guide for Students 2014

The screenshot shows the VWC WebAdvisor login page in a Mozilla Firefox browser. The address bar shows the URL: <https://webadvisor.vwc.edu/WebAdvisor/WebAdvisor?BTYPE=M&PID=CORE-W&MAIN&TOKENID=9192931323>. The page features the Virginia Wesleyan College logo and navigation links for LOG OUT, MAIN MENU, and CONTACT US. A red bar at the top right is labeled "Students". A callout box points to this bar with the text: "Click on the red 'Students' bar". Another callout box points to the "Welcome Robin" message with the text: "Once you have been authenticated the system will welcome you by name." The page also contains a search bar and a list of links for students.

The main Students Menu page will appear.

Done webadvisor.vwc.edu

The screenshot shows the "CURRENT STUDENTS - WEBADVISOR FOR STUDENTS" page. It features a blue header and a main content area with three sections: Financial Aid, Communication, and Registration. Each section has a list of links. A callout box points to the "Financial Aid" section with the text: "YOUR individual Financial Aid information". Another callout box points to the "Communication" section with the text: "PLEASE update YOUR emergency contact information before you try to print your new schedule – the system will prompt you to do so. FERPA – controls who is allowed access to your academic information." A third callout box points to the "Registration" section with the text: "All Online Registration links are in the lower left hand corner of the screen." The page also contains a warning message: "The following links may display confidential information. All students must update their Emergency Contact Info NOW!!!".

VWC WebAdvisor Online Registration Guide for Students 2014

The following links may display confidential information.
All students must update their [Emergency Contact Info NOW!!!](#)

[Work-Study Application](#) [VWC Physical Plant Work Order](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)
- [Financial aid award letter](#)
- [Work Study Earnings](#)

Communication

- [E-mail My Advisor\(s\)](#)
- [Emergency Contact Info](#)
- [Bill & Parent Change Request](#)
- [Home & Phone Address Change](#)

Registration

- [Registration FAQ](#)
- [Express Registration](#)
- [Search/Register for Sections](#)
- [Personal Registration Info](#)
- [Register/Drop for previously selected Sections](#)
- [VWC - Search for Sections](#)
- [My Class Schedule](#)
- [Student Holds](#)

Academic Profile

- [Grades by Term](#)
- [Academic History Listing](#)
- [Program Evaluation](#)
- [Test Summary](#)
- [Official Transcript Request Status](#)
- [VWC Grade Point Averages by Term](#)
- [Academic History Report](#)
- [Placement Report](#)
- [Application for Graduation](#)
- [VWC Transcript Request](#)
- [MidTerm Reports](#)
- [General Studies \(GPA\)](#)
- [Transfer Evaluation Report](#)
- [Teacher Certification - Education Dept Report](#)
- [My VWC Profile](#)

Web Miscellaneous Programs

- [Vehicle Registration](#)
- [SQA Elections](#)
- [Homecoming](#)
- [National Student Clearinghouse - Student Self Service](#)

Registration Links (lower left hand corner of the student menu)

Before you begin, click on My Class Schedule (select Fall term and submit) to see if you are already registered for courses and note the day and time of the class meetings.

All registration links are in the bottom left menu.

Click on the sixth item down - Search/Register for Sections to begin to register or search for classes for the next semester.

Registration

- [Registration FAQ](#)
- [Personal Registration Info](#)
- [Student Holds](#)
- [VWC - Search for Sections/Consent](#)
- [Express Registration](#)
- [Search/Register for Sections](#)
- [Manage Sections with Drop](#)
- [My Class Schedule](#)

1. Click on My Class Schedule to see classes that you are already registered for

Begin to make selections and choices for classes that are still open and have seats remaining.

General selection categories include taking classes that will help you begin a major or minor field of interest, classes that satisfy General Education requirements and Requirements for Graduation, and classes that fall into a category of electives (that don't apply to either above category but still count toward graduation credit).

Some students prefer to make choices on paper and some prefer to make choices online. Only if you know exactly which courses and section numbers you want should you use Express Registration (see page 12 of this procedure).

Most students will begin with Search/Register for Sections to begin the process of selecting classes.

VWC WebAdvisor Online Registration Guide for Students 2014

Search/Register for Sections - To use this screen you must first select the Term on the top of the screen from the drop down menu.

Search/Register for Sections

NOTE - FOR INSTRUCTOR CONSENT:

Use link [VWC - Search for Sections](#) on the **STUDENTS MENU**. Check your email after asking for consent.

Term

Starting On/After Date Ending By Date

Subject	Course Level	Course Number	Section	Course Type
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

You must select at least **TWO** options from the drop down menus.

Select a "Subject" area from the drop down list
OR
Select a Course Type for a General Studies course

Then click **SUBMIT**.

Subjects – are course classifications from the College Catalog and are listed alphabetically.

Select a 100 or 200 level in the Course Level box for a freshmen or sophomore level course.

Course Type indicates the General Studies categories from the drop down list. See the College Catalog for a detailed explanation of these General Studies categories required for graduation.

Try not to place too many limitations on your search criteria or you will have limited choices. However, if you are only looking for a class during a specific day/time you may also place additional restrictions on your search criteria. See the example below to select day and time.

<p>Course Type (General Studies)</p> <p>A – Aesthetic Understanding H – Historical Perspective Honors and Scholars I – Senior Integrative Experience L – Laboratory Paired/Linked Q – Quantitative Perspective S – Institutional & Cultural Systems T – Literary Textual Analysis V – Ethical Values W - Writing</p>	<p>Sections Meeting After <input type="text"/> Sections Ending Before <input type="text"/></p> <hr/> <p>Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun <input type="checkbox"/></p> <p>Day <input type="checkbox"/> ASP <input type="checkbox"/></p> <p>Course Title Keyword(s) <input type="text"/></p> <p>Location <input type="text"/> Academic Level <input type="text"/></p> <p>Instructor's Last Name <input type="text"/></p> <hr/> <p style="text-align: right;">SUBMIT</p> <p>Click the SUBMIT button to begin the search for classes.</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

You must select at least TWO options from the drop down menus on this screen with your search criteria and then click SUBMIT to start your search for classes.

VWC WebAdvisor Online Registration Guide for Students 2014

VWC Selection Results

NOTE - FOR INSTRUCTOR CONSENT:

Use link [VWC - Search for Sections on the STUDENTS MENU](#). Check your email after asking for consent.

Narrow my search

Re-sort my results

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs	Stu Type
<input type="checkbox"/>	Fall Semester	Closed	ENG*105*01L (20122) College Writing (Flight)	Virginia Wesleyan	08/27/2012-12/12/2012 Lecture Monday, Wednesday, Friday 09:00AM - 09:50AM, Birdsong, Room 102	Hock, S G	0 / 0	4.00		D Day
<input type="checkbox"/>	Open	Open	ENG*105*02 (20123) College Writ (Popular Culture)	Virginia Wesleyan	Lecture Tuesday, Thursday 09:30AM - 10:45AM, Graybeal, Room 2		10 / 15			
<input type="checkbox"/>	Fall	Open	ENG*105*03	Virginia	08/27/2012-	Johnson,	12 / 15	4.00		D

Class Meeting Information Day(s) and time of the class

Watch for additional information on lab meeting times.

Click on the hyperlink to see the course description

Day – only Day students
ASP – Adult Studies Program
Both – Day & ASP

Check for Status - Open vs. Closed classes Look for remaining seats available out of total seats.

Place a check mark to the left of any courses that you are interested in to move the selected courses to a new screen to make your registration selections. Repeat this step as necessary to compile your course schedule for the fall semester.

Click the mouse to select a course with a check mark and move that course to the next screen. You may select more than one course to make your "short list" of choices.

Register/Drop for previously selected Sections

VWC WebAdvisor Online Registration Guide for Students 2014

Select an “Action” on your selection (either Register or Remove).

Register/Drop for previously selected Sections -or- Drops

IMPORTANT: All new registrations and drops will be finalized when you click **submit**.

Name: Mrs. Robin Takacs

Action for ALL Pref. Sections (or choose below):

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available Capacity	Credits	CEUs
RG Register RM Removes from List	Fall Semester 2009	COM#22200			Takacs, R	2 / 20	3.00	
	Spring Semester 2009							

Current Registrations

Drop	Term	Pass/Audit	Section Name and Title	Location	Meeting Information	Faculty	Available Capacity	Credits	CEUs
<input type="checkbox"/>	Fall Semester 2009		EDU#22200						
<input type="checkbox"/>	Fall Semester 2009		EDU#28600 (14577)						

If one of my choices is not available: ALL Allow me to adjust all

SUBMIT

IF conflicts appear in RED you must remove the conflict before trying to register for another course or section. Move to Search for Sections to find an alternate course or section.

Register for previously selected Sections -or- Drops

IMPORTANT: All new registrations and drops will be finalized when you click **submit**. You will be notified with a receipt of your actions.

Name: Brian T. Doelcher

Action for ALL Pref. Sections (or choose below):

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available Capacity	Credits	CEUs
RG Register	Fall Semester 2008	COM#222#01 (13280)	Virginia Wesleyan	08052008-12160000 Lecture Monday, Wednesday, Friday 12:30PM - 1:30PM, Clark Hall, Room 217	Takacs, R A	07 / 30		
RG Register	Fall Semester 2008	EDU#286#01 (14577)	Virginia Wesleyan	08052008-12160000 Lecture Monday, Wednesday, Friday 12:30PM - 1:30PM, Village 1, Room 350-WVC	Farris, G L	14 / 20		

Current Registrations

Drop	Term	Pass/Audit	Section Name and Title	Location	Meeting Information	Faculty	Available Capacity	Credits	CEUs
<input checked="" type="checkbox"/>	Fall Semester 2008		EDU#286#01 (14577)	Virginia Wesleyan	08052008-12160000 Lecture Monday, Wednesday, Friday 12:30PM - 1:30PM, Village 1, Room 350-WVC	Farris, G L	14 / 20		

If one of my choices is not available: ALL Allow me to adjust all

SUBMIT

If you have conflicts try to register for other courses on your alternatives list. You also might need to return to Search/Register for Sections to look for additional alternative courses to avoid conflicts. If necessary, due to conflicts, you might have to drop classes to make room for other choices. Continue to select classes until you are registered for at least 12 credit hours to make you a full time student. The maximum per semester limit is 18 credit hours/38 credit hours per year.

VWC WebAdvisor Online Registration Guide for Students 2014

Return to the Student Menu and select Manage Sections with Drop below or place a check mark to the left of a course on the above screen to Drop a course.

Manage Sections with Drop

IMPORTANT: All new registrations and drops will be finalized when you click **submit**. Your actions will be displayed on the "Registration Results" page.

Name Mrs. Robin Takacs

Action for ALL Pref. Sections (or choose below)

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs
<input type="checkbox"/>	Fall Semester	COMM*222*03 (18352) Public	Virginia Wesleyan	08/29/2011-12/14/2011	Takacs, R A	-1 / 25	4.00	

Be sure to check days and times and continue to make course selections based on the recommendations from your Advisor. This might include many additions and drops to make your selections work around varied time frames and course offerings. Register first for classes that have the fewest number of seats available then continue to register for other classes as needed.

PLEASE do NOT remove a course that is paired with FYE without discussing that change with your advisor. Paired classes link a four credit class with a special section of FYE (First Year Experience) and sometimes this is also connected with a Living/Learning Community. Dropping a paired class will remove you from your preferred housing as well as FYE and the paired course.

Registration Results

The following request(s) have been processed:

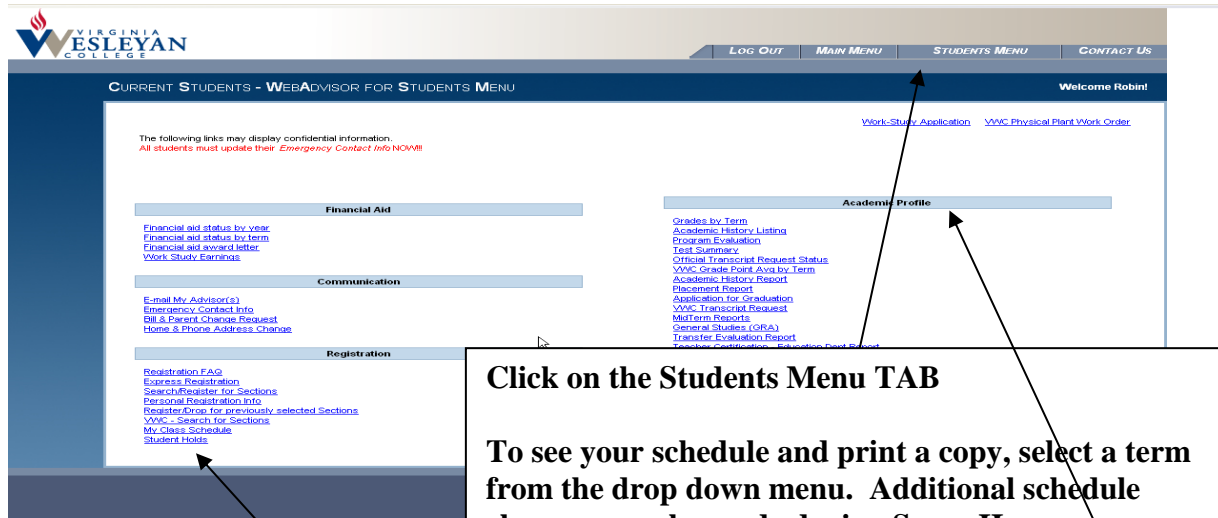
Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
Spring Semester '08	Dropped from this section	ENG*216*01 (12262) The Short Story	Wesleyan	Lecture Monday, Hall, Room 219	Bellamy, C A	3.00	
Fall Semester '07	Pass	HHS*201*01 (10621) Intro to Health & Human Servs	Virginia Wesleyan	08/28/2007-12/13/2007 Lecture Tuesday, Thursday 12:00PM - 01:15PM, Blocker Hall, Room 216	Dobrin, B D	4.00	
Fall Semester '07	Pass	HHS*384*01 (10626) Drugs of Abuse	Virginia Wesleyan	08/27/2007-12/14/2007 Lecture Monday, Wednesday, Friday 12:30PM - 01:20PM, Batten Center, Room 237	Brown, B	3.00	

Current Registrations for the next semester will be listed on the Registration Results screen.

VWC WebAdvisor Online Registration Guide for Students 2014

Continue to make selections and changes to your new semester schedule and when you are fully registered, return to the main Student Menu by clicking on the Students Menu tab to review and print your final fall schedule.

REMEMBER – print your schedule and then log off Web Advisor and log off the computer.



Registration Links

Click on My Class Schedule and print your schedule from the browser window.

Click on the Students Menu TAB

To see your schedule and print a copy, select a term from the drop down menu. Additional schedule changes may be made during Scene II.

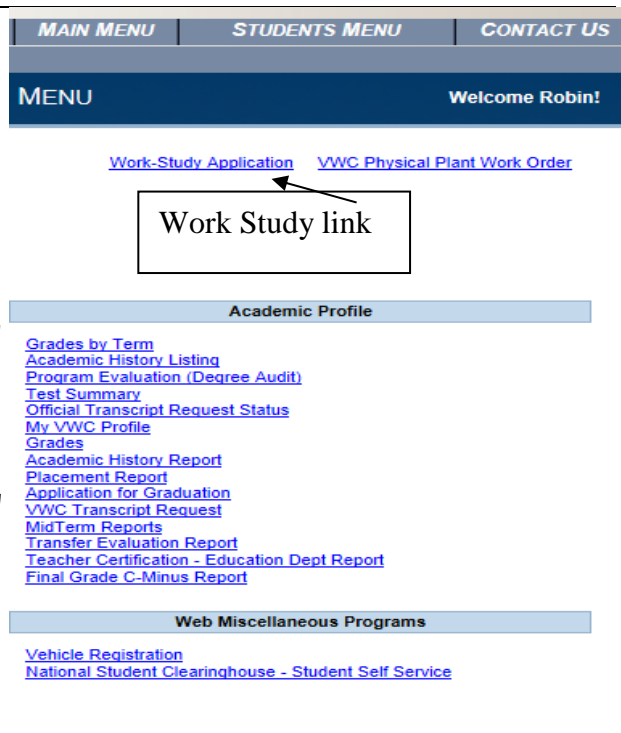
Log on to WebAdvisor from home to see your final schedule, check on changes or look for posting of Duel Enrollment, transfer credit or AP scores. This information will be posted on the Academic Profile section of WebAdvisor on the right side of the screen.

The right side of the Students Menu

Academic Profile –

Look for all transfer credit under **Program Evaluation (Degree Audit) and Transfer Evaluation Report**

Program Evaluation (Degree Audit) may be used to monitor progress towards the completion of graduation requirements and degree requirements BUT this feature can also be used to develop “what if” scenarios to show graduation requirements IF you change your major. The first screen will show you the official major on your academic record. To change your major and/or minor, fill out a form and select an advisor and return the signed form to the Registrar’s Office.



VWC WebAdvisor Online Registration Guide for Students 2014

Sequence of Student Online Registration:

1. Open an Internet browser and navigate to the WebAdvisor page. From the college web page click “WebAdvisor” and then click on the LOG IN tab and Login with your VWC username and randomly assigned initial (starter) password. (do not use the @vwc.edu in the username log in).
2. Click on the RED students bar.
3. All of the links for Registration information are in the lower left corner of the Students Menu. Select **Express Registration** (if you know ALL of the courses and sections that you want to take) or **Search/Register for Sections** if you want to make selections and search for alternatives or **VWC-Search for Sections/Consent** (if you are searching for alternative courses or requesting electronic consent).

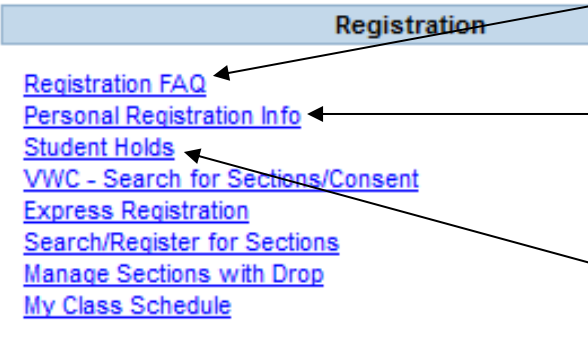
Registration

[Registration FAQ](#)
[Personal Registration Info](#)
[Student Holds](#)
[VWC - Search for Sections/Consent](#)
[Express Registration](#)
[Search/Register for Sections](#)
[Manage Sections with Drop](#)
[My Class Schedule](#)

4. Before you begin you might want to check “My Class Schedule” to see if you are already registered for a living/learning community and/or a paired course based on pre-registration information. Note the days and times of those courses to avoid scheduling conflicts.
5. **Register for classes based on your meeting with your Academic Advisor.** If you are having difficulty PLEASE ask for assistance during registration.
6. If you know the course subject name, number and section number (leading zeroes for all two digit section numbers eg. 01, 02) then use Express Registration. Express Registration will automatically move you to the “Register/Drop previously selected Sections” screen to Register or Remove courses from your list.
7. Repeat the course selection process as you select courses that are still open, resolve times that conflict for various courses that are noted in RED. A student may register or remove classes as needed to adjust for scheduling conflicts (process the remove first). If the WebAdvisor screen ‘times out’ you will be asked to log in again if the screen has remained inactive for 10 minutes.
8. Once your schedule is finalized for the term, print your schedule from “My Class Schedule” on the Students Menu tab.
9. REMEMBER to update your Emergency Contact Information before you leave this registration session.
10. Log off WebAdvisor and log off the computer when you are finished to protect your personal information.

WVC WebAdvisor Online Registration Guide for Students 2014

Three screen options for Online Registration exist. Below is their meaning and the order as they appear in WebAdvisor.

	<p>Registration - FAQ - Web Registration Help, hints, tips and suggestions for using WebAdvisor for registration</p> <p>Personal Registration Info - Select a term and then view details and registration release information for the date and time of registration</p> <p>Student Holds - Details on Student Holds that might prohibit registration AND details regarding the hold as well as contact information to have the hold removed</p>
-----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

VWC – Search for Sections/Consent - If a student needs to begin to look for course selections use the VWC - Search for Sections/Consent and enter course categories or other features such a course level, day, time, general studies category etc. The resulting menu of options is **SORTABLE** by EACH heading for open vs. closed sections, by faculty name, by course name and number or any other heading field. **HOWEVER, you can NOT register for courses from this screen.**

Express Registration- USE ONLY IF YOU KNOW EXACTLY WHICH COURSES YOU PLAN TO ENROLL IN Express Registration – can only be used if the student already knows the department code, course number, and section number for their courses. This information must be copied exactly with a section number preceded by a leading zero (i.e. 01, 02).

Search/Register for Sections - If a student needs to begin again to look for alternative courses, return to the student menu tab and click on Search/Register for Sections and begin to enter course categories and select a level (100-freshman level, 200-sophomore level, etc.) to search for alternative courses. Don't forget to select the term at the top of the screen. On the far right a student can also search for a General Studies Category.

Click to make a checkmark to the left of the courses of interest. This action will move courses to the next screen called “**Register/Drop previously selected Sections**” where you can use the **Register** or **Remove** action options to make your course selections. ALL conflicts will appear in red on the top of the screen (time conflicts, missing prerequisite, closed).

Manage Sections with Drop – Select either **Register** or **Remove** to actually register for a course selection. If you need to juggle your selections or remove a conflict for a previously selected course, check the drop box to the left of the final registrations at the bottom of this screen.

My Class Schedule – BE SURE TO PRINT your final schedule before you leave campus as this is the only way to VERIFY that you have in fact registered for classes. Students sometimes leave courses listed on the “**Register/Drop previously selected Sections**” screen and forget to either Register or Remove the course. Printing the “My Class Schedule” page will ensure that you are registered for classes.

VWC WebAdvisor Online Registration Guide for Students 2014

VWC – Search for Sections/Consent

Enter the **term** at the top of the screen.
 Select a **subject** or course level from the drop down menus OR select a **Course Type** to look at options for a specific **general studies** category.

Selections will come up on a screen such as the one below. Click to hyperlink and make a request for Consent (via e-mail). You will receive a reply in your VWC email account.

				Room 9						
3	Fall Semester 2011	Open	APMU*121*01 (18681) Private Study (Instrumental)	08/29/2011-12 /15/2011 Lecture Days to be Announced, Times to be Announced, Room TBA	Jordan-Anders, L	15 / 15	Make Request for Consent	2.00	Undergraduate	D Day
4	Fall Semester 2011	Open	APMU*122*01 (18683) Private Study (Instrumental)	08/29/2011-12 /15/2011 Lecture Days to be Announced, Times to be	Jordan-Anders, L	15 / 15	Make Request for Consent	2.00	Undergraduate	D Day

All of the headings are sort-able click on the hyperlink the column. For example, sort on Status (Open/Closed) to locate open courses.

[<<](#)
[Prev.](#)
[Next](#)
[>>](#)

[Jump](#)
Page 1 of 3

Term	Status	Section Name and Title	Meeting Information	Faculty	Available/ Capacity	Instructor Consent	Credits	Academic Level	Stu Type
----------------------	------------------------	----------------------------------------	-------------------------------------	-------------------------	-------------------------------------	------------------------------------	-------------------------	--------------------------------	--------------------------

VWC WebAdvisor Online Registration Guide for Students 2014

Express Registration

Express Registration Fields – enter all fields that you know				
Synonym	Subject	Course Number	Section Number	Term
leave blank	Use the Drop Down Menu of subjects	three digits	two digits *must contain leading zeroes eg. 01 or 02	Select term Use the drop down menu
Example:				
12593 **	Communication	222	03	Fall Semester 2014
<i>(**the computer will fill in the synonym number if you do not know it)</i>				

All columns must be filled except Synonym. Use the Drop Down menus when available.

When you have entered one or all of your courses in Express Registration you will automatically move to the next screen called “Register/Drop previously selected Sections”. Use the drop down menu on the left to select an option to either Register OR Remove from List. The drop down at the top of the page will Register or Remove all courses on the list. Register/Remove can be done in one of two places BUT NOT BOTH places.

Marlins Take Four

Part Two:

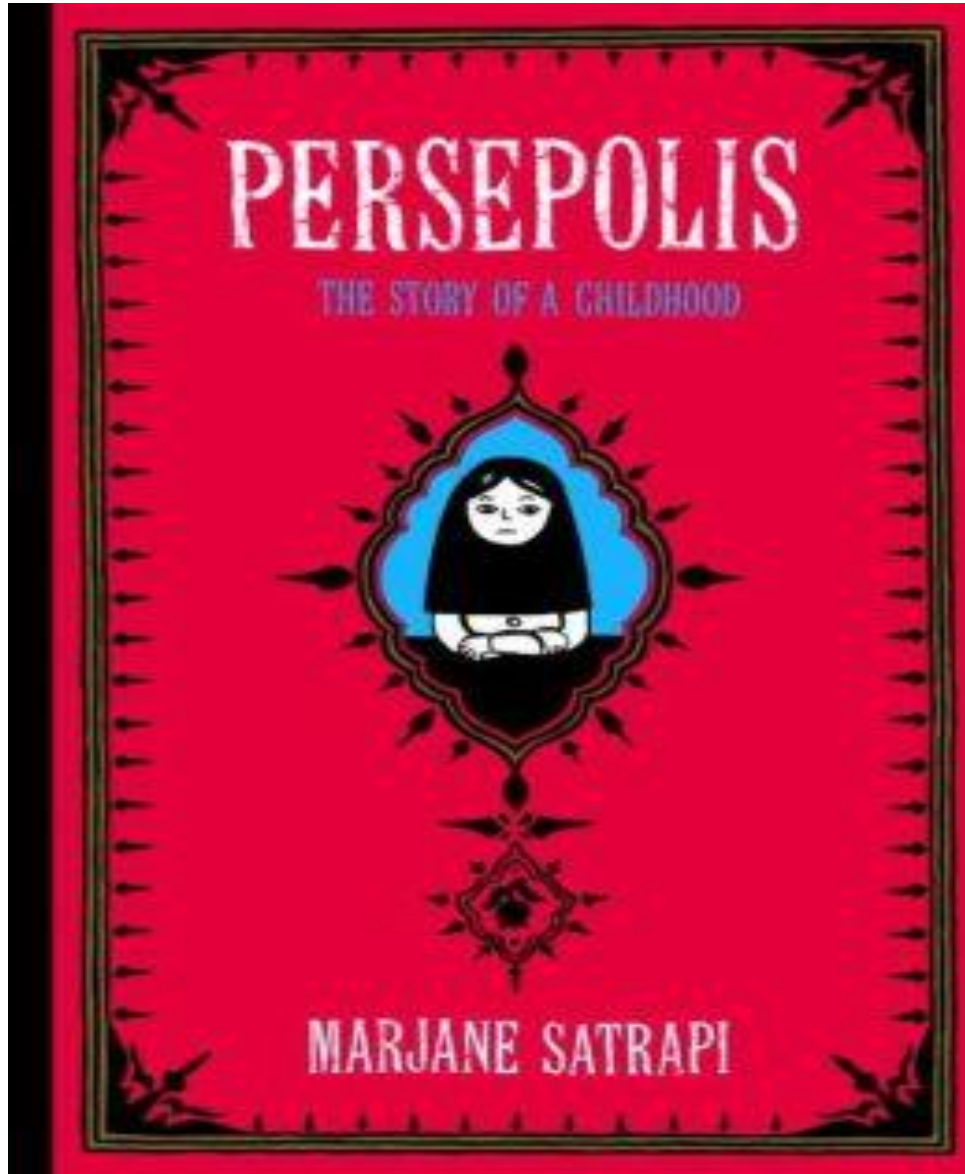
Preparing for Scene II of New Student Orientation

Summer Reading:

Persepolis

By Marjane Satrapi

ISBN-13: 9780375714573

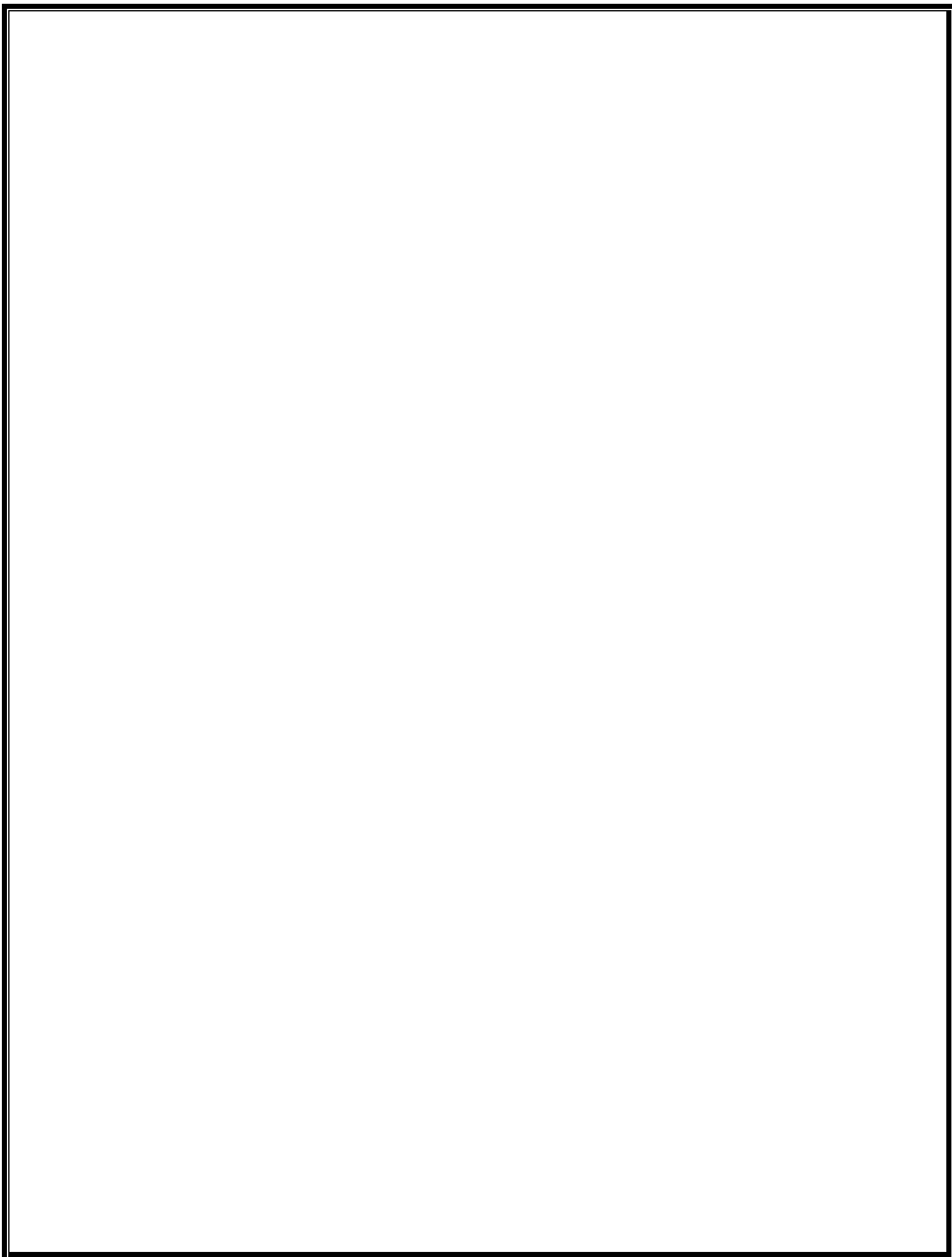


Persepolis Overview

A *New York Times* Notable Book
A *Time Magazine* "Best Comix of the Year"
A *San Francisco Chronicle* and *Los Angeles Times* Best-seller

Wise, funny, and heartbreaking, *Persepolis* is Marjane Satrapi's memoir of growing up in Iran during the Islamic Revolution. In powerful black-and-white comic strip images, Satrapi tells the story of her life in Tehran from ages six to fourteen, years that saw the overthrow of the Shah's regime, the triumph of the Islamic Revolution, and the devastating effects of war with Iraq. The intelligent and outspoken only child of committed Marxists and the great-granddaughter of one of Iran's last emperors, Marjane bears witness to a childhood uniquely entwined with the history of her country.

Persepolis paints an unforgettable portrait of daily life in Iran and of the bewildering contradictions between home life and public life. Marjane's child's-eye view of dethroned emperors, state-sanctioned whippings, and heroes of the revolution allows us to learn as she does the history of this fascinating country and of her own extraordinary family. Intensely personal, profoundly political, and wholly original, *Persepolis* is at once a story of growing up and a reminder of the human cost of war and political repression. It shows how we carry on, with laughter and tears, in the face of absurdity. And, finally, it introduces us to an irresistible little girl with whom we cannot help but fall in love.



Persepolis

Reading Group Guide

1. *The New York Times* hails *Persepolis* as “the latest and one of the most delectable examples of a booming postmodern genre: autobiography by comic book.” Why do you think this genre is so popular? Why did Satrapi chose this format in which to tell her story? What does the visual aspect add that a conventional memoir lacks? Have you read other graphic memoirs, such as *Maus* by Art Spiegelman or Joe Sacco’s *Palestine*? How is *Persepolis* different and/or similar to those? How does *Persepolis* compare to other comic books? Would you call this a comic book, or does it transcend this and other categories? Where would you place this book in a bookstore? With memoirs, comic books, current events?
2. Written as a memoir, is *Persepolis* more powerful than if Satrapi had fictionalized the story? Why or why not? Compare this book to other memoirs you have read. What are the benefits and drawbacks of memoirs?
3. In an Associated Press interview, Satrapi said, “The only thing I hope is that people will read my book and see that this abstract thing, this Axis of Evil, is made up of individuals with lives and hopes.” And in her introduction to *Persepolis*, she explains that she wrote this book to show that Iran is not only a country of “fundamentalism, fanaticism, and terrorism.” How does Satrapi go about challenging this myth? How does *Persepolis* dispel or confirm your views on Iran? In what ways does reading this book deepen your understanding and knowledge of Iran, and the current situation in Iraq?
4. How is *Persepolis* organized and structured? What has Satrapi chosen to emphasize in her childhood? How is the passage of time presented? Describe Satrapi’s drawings. How do the drawings add to the narrative of the story?
5. Describe the writer’s voice. Is it appealing? Which aspects of Marji’s character do you identify with or like the most, the least? Did your reaction to the little girl affect your reading experience?
6. How did the revolution exert power and influence over so many people, including many educated and middle class people like Satrapi’s parents? Why did so many people leave after the revolution? Why do you think Marji’s parents send her off to Austria while they stay in Tehran? Why don’t they leave/escape as well?
7. “Every situation has an opportunity for laughs.” (p. 97) Give some examples of how the ordinary citizens of Iran enjoyed life despite the oppressive regime. What made you

laugh? How does Satrapi add comic relief? How are these scenes relevant to the story as a whole?

8. What kinds of captivity and freedom does the author explore in *Persepolis*? What stifles or prevents people from being completely free? How do they circumvent and defy the rules imposed on them and attempt to live ordinary lives despite revolution and war? Give some examples of their small acts of rebellion.

9. "In spite of everything, kids were trying to look hip, even under risk of arrest." (p. 112) How did they do this? What do you think you would have done had you been a child in this environment? What acts of rebellion did you do as a teen? In way ways is Satrapi just a normal kid?

10. What does Satrapi say regarding disparity between the classes before and after the Iranian Revolution? Discuss some examples that Marji witnesses and contemplates.

11. At the core of the book is Marji's family. What is this family like? What is important to Marji's parents? What environment do they create for their daughter despite living under an oppressive regime and through a brutal, prolonged war? From where do they get their strength?

12. What is the role of women in the story? Compare and contrast the various women: Marji, her mother, her grandmother, her school teachers, the maid, the neighbors, the guardians of the revolution.

13. Discuss the role and importance of religion in *Persepolis*. How does religion define certain characters in the book, and affect the way they interact with each other? Is the author making a social commentary on religion, and in particular on fundamentalism? What do you think Satrapi is saying about religion's effect on the individual and society?

14. In what ways is *Persepolis* both telling a story and commenting on the importance of stories in our lives? What does the book suggest about how stories shape and give meaning to our experience? Discuss some of the stories in *Persepolis* – Uncle Anoosh's story, her grandfather's story, Niloufar's story.

15. What is Satrapi suggesting about the relationship between past and present, and between national and personal history? What role does her family history, and the stories of her relatives, play in shaping Marji?

Common Questions Between Scene I and Scene II

You may have questions before you arrive on campus in August for the start of your freshman year. Here's a list of typical concerns and contact information:

Changes to Your Fall Course Schedule?

During Scene II of New Student Orientation, there will be a designated time for you to talk with your freshman faculty advisor about making necessary changes to your fall course schedule.

Buying or Renting Books for Classes?

www.vwc.edu/bookstore/textbooks/

Bringing/Buying a Computer?

www.vwc.edu/administration/computer_services/student_computers

Financial Aid?

www.vwc.edu/admissions/financial-aid

Setting up Accommodations for Students with a Disability?

jshaw@vwc.edu (Dr. Julia Shaw)

Using Counseling Services?

bbrown@vwc.edu (Mr. Bill Brown) or
www.vwc.edu/student_life/counseling_services

Campus Housing?

www.vwc.edu/student_life/residence_life

Marlins Academic Articulation Statement for Students

Overview of the 4x4 Curriculum

- ❑ The standard course is four semester hours (at most schools, it is three). You will typically average four courses per semester.
- ❑ You will explore content more deeply and engage in learning activities in each of your courses, which are designed to help you become a successful, independent learner.
- ❑ You will gain a deeper understanding of course material while simultaneously developing essential intellectual skills associated with a liberal arts education.
- ❑ You will learn by doing, connect theory with practice, and link classroom learning to real-world problems.
- ❑ Each course is enhanced. The different kinds of activities in your courses may include:
 - In-depth reading (and other materials) related to course topics
 - Lab/practice work (including science labs, computer programming, language labs, math and logic problem sets)
 - Hands-on artistic development and production work
 - High-level critical thinking work (analysis and synthesis rather than comprehension)
 - Service learning and community service projects
 - Guests from off-campus speaking to classes
 - Multi-stage writing assignments
 - Off-campus field trips and cultural experiences
 - Externships and internships
 - Individual and/or group projects, involving research skills and information literacy and/or oral presentations
 - Reflective journaling, blogs, and/or discussion groups

Faculty Values and Practices

The faculty at VWC are committed . . .

- ❑ To an academic experience that is *student-driven*. That means that it is your responsibility to pursue and achieve academic goals.
- ❑ To *individualized attention*. The size of the VWC student body relative to the number of faculty and academic staff promotes one-to-one assistance on class projects and papers, by personally holding you accountable for course responsibilities, and by helping you to respond to intellectual and academic-related challenges.

- ❑ To *substantial pieces of student work, mentored by faculty and support staff*. Opportunities are open for you to engage in independent research, regardless of your plans to attend graduate school. Financial support for your research is provided by the academic program if you participate in the Undergraduate Research Program and annual research symposium.
- ❑ To providing *experiential learning opportunities*. In addition to some course enhancements, the academic program offers an array of experiential learning opportunities, including the PORTfolio Program, Winter and Summer Session travel courses, study abroad, internships and externships, living and learning communities, community service, and intercollegiate academic activities (e.g., VFIC Ethics Bowl and Model U.N.)
- ❑ To an *intellectually, multi-faceted educational experience*. The academic program demonstrates a variety of ways to approach intellectual questions, particularly in the First Year Experience (FYE) and the General Studies Program.
- ❑ To *civic engagement*. The curriculum encourages reflection on the ethical dimensions of human existence by asking you to think about your values and your role in the world. While no specific cause or ideology is promoted, you should come to recognize and value your integration into various local, regional, national, and world communities.
- ❑ To *quality advising*. Faculty will assist you as you make educational choices; they will also mentor you as you make decisions about your career after graduation.

The Student Experience

You will be asked to develop certain types of practical and academic skills and dispositions in order for you experience academic success at VWC.

- ❑ *Organization and time management*. You must be able to prioritize academic work and balance college with other activities. You are required to devote significant time to independent reading, researching, and writing, in addition to other course-related work (e.g., attendance, daily preparation, and smaller assignments).
- ❑ *Perseverance and patience*. You must enter college with a disposition to develop your study and research skills, and to tackle complex problems over a long period of time and work through assignments with multiple stages.
- ❑ *Communication with faculty, staff, and other students*. You are required seek information and assistance from others as well as coordinate efforts with other students. You must be pro-active and articulate in communicating with a wide variety of people – instructors, class peers, librarians, and people at other institutions.

- ❑ ***Ability to read, understand, and respond to complex texts.*** During your college career, you should advance to drawing on a wide cultural background in order to interpret texts according to their specific contexts, and to practicing engaged reading. It will require that you demonstrate the ability to recognize structural elements, understand arguments within texts, and detect assumptions and agendas that are not explicitly expressed within texts.
- ❑ ***Developing, synthesizing, and responding to ideas: applying theory to practice.*** It is essential that you respond creatively, critically, and independently to topics and texts that you encounter in a course. Learning under the 4x4 curriculum is the opposite of collecting information. You are taught how to develop your own interpretations and arguments, resulting in greater cognitive development than learning that emphasize memorization, understanding, and comprehension. At VWC, you are encouraged to grapple independently with ideas, in contrast to merely mastering information conveyed by an instructor in class or in a textbook.
- ❑ ***Writing and presenting.*** The curriculum demands strong writing and presentation skills. Projects and papers must be of suitable length and, more importantly, of suitable quality. They require the synthesis of ideas and texts in the course of articulating and supporting novel ideas, sustained over the course of many pages or in presentation with multiple components. You should be competent in the mechanics and grammar and at a stage of developing your expository skills and a writing style appropriate to the discipline.

NOTES:

Marlins Take Four

Part Three:

Succeeding in Four Years

The “Marlins Take Four” Plan

The following checklists will chart your progress as your faculty advisor guides you along the way. If you complete the activities and tasks outlined in the following pages, you will successfully cross the stage in 2018.

There are *FOUR* important steps to ensure you graduate in *FOUR* years:

1. Make graduating in four years a priority.

Enroll in and successfully complete 16 hours each semester (not including winter or summer session) in classes fulfilling general studies and major requirements. Remember 32-64-96. These are the credit milestones to graduate in four years.

2. Meet and maintain a minimum cumulative

GPA of at least 2.0. Most majors require a 2.0 GPA in the major. The exceptions are the comprehensive liberal studies and the history and social science majors, which require at least a 2.5 average. The individualized major requires a 2.7 average. (Keep in mind that you will need a higher GPA than this to be competitive for graduate programs and, in some cases, future employment).

3. Declare a major by the end of your

sophomore year (if you plan to major in a science or pursue education certification you may need to declare earlier to ensure graduation in four years).

4. MEET WITH YOUR ADVISOR EARLY

AND OFTEN! Come prepared to these meetings and do not hesitate to contact your advisor if you have questions during the semester.

THERE ARE
FOUR
IMPORTANT
STEPS TO ENSURE
YOU GRADUATE
IN *FOUR* YEARS.

ADVISING
MISSION
STATEMENT:

The mission of the advising system at Virginia Wesleyan College is to foster the growth of strong relationships between students and faculty, enabling student success through intentional connections with people, academic programs, and processes of Virginia Wesleyan College. This endeavor should lead to successful academic planning, retention, and professional growth, as students pursue well-planned life and career goals following a timely graduation.

YOUR FACULTY
ADVISOR WILL:

- Check to ensure your planned schedule is appropriate.
 - Actively listen to your plans and concerns and help problem solve as appropriate.
 - Suggest and refer you to other individuals and offices on campus as necessary.
 - Proactively suggest ways you can gain additional experience in the field (internships, volunteer opportunities, part-time jobs, research projects, etc.).
 - Challenge you to think beyond your time at VWC by assisting with goal setting and career guidance (and may refer you to the Career Services Center).
-

IN RETURN, YOUR
FACULTY ADVISOR
EXPECTS YOU TO:

- Consider your personal values and set future goals.
- Schedule and keep advising appointments throughout the year, especially during officially designated advising weeks in the fall and spring. If you cannot make the appointment, you should notify your advisor ahead of time by phone or email.
- Come prepared to advising appointments with questions and ideas about potential classes.
- Inform your advisor of changes to your academic or personal (as appropriate) situation.
- Accept responsibility for your decisions.

WHAT IF I ENCOUNTER PROBLEMS
AND DO NOT FORESEE
GRADUATING IN FOUR YEARS?

- Check Program Eval/Degree Audit in your *WebAdvisor* account to determine your remaining coursework.
- Meet with your faculty advisor to discuss your options (such as a change in major, course substitutions, or tutorials).
- You may plan to attend a summer session. (If you are within your last 32 hours or are not in good academic standing, you must enroll in VWC's summer session.)
- You may also consider Winter Session. While you may complete your coursework in January, you will not receive your diploma until May.

The Four-Year Plan

FRESHMAN YEAR



HAVE CONFIDENCE:

Be confident
you *will* succeed.

- Understand that college professors will have different expectations from your high school teachers.
- Enroll in a variety of general studies courses.
- Start foreign language and math requirements.
- Pick one or two ways to get involved on campus.
- Get to know the campus resources available to help you (the Learning & Writing Centers, Counseling Services, Health Services, Career Services Center, Financial Aid Office).
- Develop your computer, writing and public speaking skills.
- Check your VWC email account every day.
- Research requirements for different majors.
- Settle all holds prior to advising.
- Schedule advising appointments with your faculty advisor during advising weeks, and other times as needed.
- Prepare for your advising appointments by thinking about the types of classes you want and need to take. Use the worksheet provided in this handbook.

SOPHOMORE YEAR



- Continue to fulfill general studies requirements.
- Research study abroad opportunities in the Office of Intercultural and International Programs (Batten Center).
- If you are still undecided about a major, visit the Career Services Center (Batten 220) to discuss your major and career interests.
- Brainstorm future internship possibilities, with assistance from a career counselor.
- Introduce yourself to your new advisor in your major.
- Check your VWC e-mail account every day.
- Settle all holds prior to advising.
- Schedule advising appointments with your faculty advisor during advising weeks and other times during the semester as needed. Develop a list of proposed courses.
- Be confident you *will* succeed.

DECLARE YOUR MAJOR:

Officially declare your major. Complete the appropriate form at the Registrar's Office.

JUNIOR YEAR



WATCH YOUR GPA!

Keep your grades up! Graduate schools and some potential employers will want to see a strong GPA.

- Check *WebAdvisor* to review progressive completion of your general studies, frames of reference and major requirements.
- Select upper-level coursework in your major, with assistance from your advisor.
- Test out career options through internships, community service, and part-time and summer jobs.
- Develop a professional résumé with assistance from Career Services staff.
- Discuss academic credit options for internships with your faculty advisor at least one semester in advance.
- Meet with the Office of Intercultural and International Programs (Batten Center) if you would still like to study abroad.
- Learn how to present yourself in interviews by meeting with a career counselor.
- Research potential employers and/or graduate schools.
- If you are considering graduate school, plan to take the appropriate admission's test (GRE, LSAT, GMAT, MCAT) during the summer after your junior year.
- Check your VWC e-mail account every day.
- Settle all holds prior to advising.
- Meet with your faculty advisor during advising weeks and as needed to develop a proposed schedule. Prepare a list of courses and questions.
- Be confident you *will* succeed.

SENIOR YEAR



- Check *WebAdvisor* to ensure all general studies, frames of reference and major requirements are fulfilled.
- If you plan to minor in another area, make sure to submit the appropriate form to the Registrar's Office.

- Apply for graduation (on WebAdvisor) no later than September 15.
- Continue to keep your grades up!
- Check your VWC e-mail account every day.
- Read *Instant.Messenger* e-newsletter, to stay up-to-date on Career Services' program and events.
- Revise and update your professional résumé and learn how to write cover letters.
- Participate in a mock interview with a career counselor to prepare for graduate school and/or employment interviews.
- Attend an Etiquette Dinner to prepare for future interviews and business functions.
- Attend campus, local and regional job fairs to network with potential employers.
- Ask faculty, staff, past work supervisors and other appropriate individuals if they would be willing to serve as references. Provide each reference with an updated copy of your résumé.
- Complete all graduate school applications well in advance of each deadline.
- Order graduation regalia and announcements.
- Be confident you *will* graduate this year!

GRADUATION REQUIREMENTS:

In order to graduate from VWC, you must have 128 credit hours and at least a 2.0 cumulative GPA and a 2.0 in your major. The comprehensive liberal studies and history and social sciences majors require at least a 2.5 average. The individualized major requires at least a 2.7 average.

The Four-Year Graduation Guarantee

Virginia Wesleyan College promises to offer all the courses that you are required to take in order to complete in four years a bachelor's degree in one of the College's 34 majors. If you are unable to complete your degree in four years because the College has failed to fulfill this promise, the remaining required course work will be made available to you by the College tuition-free.



To be eligible for the benefits under this Guarantee, you must satisfy the following conditions:

1. apply for coverage under the Guarantee while you are a first-semester freshman;
2. be academically eligible to enroll in the courses required for the degree and major at the times and in the sequence that must be followed in order to complete the major in four years;
3. officially declare an academic major before beginning the fall semester of your junior year and continue in the same major to graduation;
4. each semester, consult with your faculty advisor about which required courses you must take during the next term and enroll for those courses during the early registration period;
5. remain continuously matriculated as a full-time student in good standing with the College for eight consecutive semesters, not counting summers;
6. successfully complete 32 semester hours a year, which can include Winter Session and summer school;
7. fulfill all of the procedural obligations and meet all of the academic standards that are described in the *Academic Catalog* as requirements for completing your declared major and for earning a bachelor's degree at Virginia Wesleyan College.

THE FOUR-YEAR GRADUATION GUARANTEE

will be discussed with all freshmen during the First Year Experience in your first semester. At that time, you will make a choice about participating in this program. You may also speak individually with your faculty advisor during your first semester to answer any remaining questions about the Guarantee.

The What, How & Why of the Liberal Arts: Setting an Attitude!



YOUR VIRGINIA WESLEYAN LIBERAL ARTS TO-DO LIST:

- ___ Read a newspaper every day
- ___ Attend campus plays, concerts, and art exhibits
- ___ Go to campus lectures and educational events
- ___ Make it a point to get to know professors outside of class
- ___ Visit the Chrysler Museum of Art
- ___ Attend the Virginia Symphony
- ___ Explore the Virginia Aquarium
- ___ See a play at the Virginia Stage Company
- ___ Visit the Nauticus Maritime Museum
- ___ Tour Colonial Williamsburg
- ___ Volunteer for a cause or persons in need

A liberal arts education will help you to establish the foundation for a rewarding career and meaningful life. At one level, training in the liberal arts gives you the skills – writing, speaking, analytical, aesthetic – that will serve you well in any job. At another level, the liberal arts provides you with the basic knowledge – scientific, literary, economic, artistic, political – to make sense of the world and your place in it. Moreover, the liberal arts not only teaches you how to think about the world, but also how to engage it. Thus, the liberal arts prepares you for leadership, career, and life.

As much as a course of study, a liberal arts education is a way of approaching learning. It's an attitude.

Four essential principles of *attitude* are vital for becoming a liberally educated person:

1. Approach new ideas and bodies of knowledge with an open and eager mind.
2. Make connections with people whenever possible; learning from and respecting different fields of expertise, viewpoints, cultures, and socio-economic levels.
3. Seek out unfamiliar opportunities which open new horizons for you.
4. Increase your awareness and understanding of the larger world and your role in it.

These four principles will become part of your inner core as you progress through college with an attitude that cultivates the liberal arts. As a result, you will be a curious and engaged person. You will also care about others and the issues that affect both your local and the larger world community. Next, you will appreciate the wide spectrum of knowledge and be more comfortable sharing information and asking questions. Finally, you will be equipped to handle change and complexity in both your personal and professional life.

WHAT DO EMPLOYERS MOST VALUE?

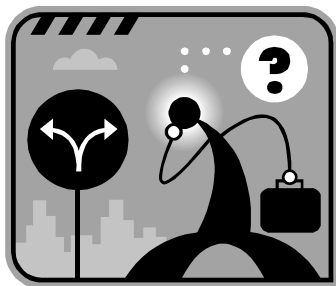
Problem-solving skills
Verbal communication skills
inside & outside organization
Obtain & process information
Organizational skills
Analytical skills
Technical skills

Computer skills
Create/edit written reports
Sales/influential skills

From: National Association of Colleges & Employers (2014). *The Skills and Qualities Employers Value Most in Their New Hires*

Selecting a Major

You may declare a major at the time of your first registration as a freshman or transfer student by completing a declaration of major form in the Registrar's office. If you are uncertain about a major, you may be "undeclared" up to the end of your sophomore year. By remaining "undeclared," you will want explore possible majors by taking an array of general studies and introductory major courses as electives (i.e., Introduction to Political Science, Introduction to Psychology: Basic Processes, and Introduction to Media Studies) up to the completion of your sophomore year.



It can be challenging to select a major, especially if you have a wide range of interests. Take the time to explore majors for the "best fit" for you. Keep in mind that a liberal arts major, along with a strong academic record and campus/civic engagement, will provide you with the knowledge, skills, and personal attributes to ensure success for many related or unrelated graduate programs and career fields.

TIPS FOR SELECTING A MAJOR

1. Select a major that will challenge and fulfill you.
2. Avoid "hot" or "practical" majors if you have no desire to pursue the subject matter.
3. Research options by talking with your faculty advisor, professors, Career Services staff, and upper class students in those majors.
4. Clarify your career interests. Which majors will best prepare you? Use the FOCUS-2* online assessment program available through the Career Services Center.
5. Look back on your high school education, activities, and accomplishments to identify what you have done well and enjoyed. What patterns do you see?
6. Weigh the pros and cons of each major. Will the major be interesting to you? Will the major help you to achieve your personal, education, and career goals? What is your "gut" feeling?

RECOMMENDED RESOURCES:

Major's information: University of Tennessee and University of North Carolina - Wilmington
(<http://www.vwc.edu/careerservices/MAJORS/default.html>)

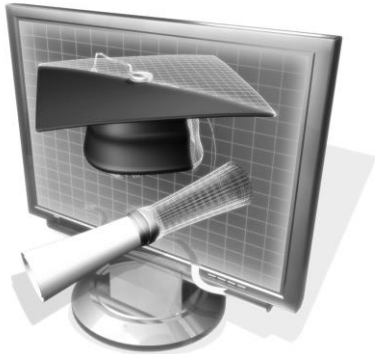
Career information and required education/training: *Occupational Outlook Handbook*
(<http://stats.bls.gov/oco/home.htm>)

*FOCUS-2:

An online, self-guided, interactive program designed to help you select the right college major and plan your career based on your personal interests, values, skills, personality, and aspirations. Visit http://www.vwc.edu/student_life/career_services/counseling/focus.php to learn more.

WebAdvisor

Online Educational Planning



Your academic record will be maintained through *WebAdvisor*. It is a simple online tool to learn and provides you with multiple features for viewing and managing your academic career. It will also be used by your faculty advisor and class instructors for documenting your academic progress (including mid-term progress reports), final grades, and grade point average. A screen shot of *WebAdvisor's* features can be found on the following page.

WebAdvisor may be accessed at www.vwc.edu/webadvisor_marsis/ or by going to the Virginia Wesleyan homepage. Your login and password is the same as your e-mail account minus the domain (i.e., type jpdoe instead of jpdoe@vwc.edu).

WebAdvisor performs two functions that you will be expected to use often: Program Eval/Degree Audit and Web Registration.

Program Eval/Degree Audit

- developing a four year educational plan
- tracking your academic progress toward graduation with college, general studies and major requirements
- anticipating how a change in your major might affect already completed courses

Web Registration

- obtaining approval to register through an electronic “release” feature used by your faculty advisor once you have met to discuss your educational plan prior to the registration period each semester
- searching for classes and sections
- registering for classes

WHEN USED OFTEN, **WEBADVISOR** IS EXTREMELY VALUABLE FOR A SUCCESSFUL ACADEMIC EXPERIENCE!

ADVISING PREPARATION WORKSHEET

(Make a copy and complete this form each semester before meeting with your faculty advisor.)

My educational planning for: Fall ____ Spring ____ 20____

I have made an individual advising appointment with: _____
(Faculty Advisor's Name)

Date: _____ Time: _____ Meeting Location: _____

I have checked *Program Eval/Degree Audit* on my *WebAdvisor* account for courses that I need to take for a major or general studies.

I have checked *WebAdvisor* for any HOLDS on my account that would prevent me from registering for classes?

_____ (Type of HOLD) _____ (Office(s) Where You Need to Go to Remove HOLD)

My assigned date to register is: _____, with access from any computer.

I am majoring in _____. I am still deciding on a major.

I have long term goals that may influence my choice of a major and/or courses (i.e., particular career path, graduate school plans). If so, what are they?

I may have to repeat a class from the current semester due to a failing grade. If so, which class(es)?

I have reviewed the online Schedule of Classes for the upcoming semester; my preferences for courses include:

_____ Alternate _____

_____ Alternate _____

Is there any reason why I need to take a minimum or maximum number of credit hours next semester? (i.e., financial aid, scholarship, academic restrictions, in-season athlete) _____

I plan to complete an internship for credit next semester or during a future semester.

I want to study abroad for a future semester.

I plan to take a Winter Session course during the next session.

I anticipate taking a Summer School course on campus or elsewhere during the upcoming summer.

Questions that I want to ask my faculty advisor include:

1.

2.

3.

E-mail Communication with Instructors



E-mail (not phone or text-message) is the main mode of communication at VWC. It is a semi-formal medium, in which you should be courteous and friendly.

The following tips will help you with composing appropriate e-mails and setting a positive tone with your instructors:

1. **Write from your VWC account.** Keep qtpie@yahoo.com for writing to your friends.
2. **Include a meaningful subject line.** Including course information is often a good idea (e.g., "PSYC 100: Question about data collection for project"). Never send a message with a blank 'Subject' line.
3. **Always use a greeting.** An e-mail is not a text message, so always use a greeting and make it polite. Don't begin with "Hey." Generally speaking you should use "Dear Dr. Last-name" or "Dear Professor Last-name." Do not use an instructor's first name unless you have been explicitly invited to do so.
4. **Briefly and politely state the reason why you are e-mailing.** Offer only as much information as is relevant to the situation. As with the 'Subject' line, include the name and/or number of the course.

Pro-Tip: *Never ever* ask, after missing a class, "Did I miss anything important today?" This is rude—it implies that you think going to class is optional because the material may not be important. This is not how instructors see it; they love their subjects and want to share the information with you. You likely don't *quite* share their level of enthusiasm, but instructors are people, too! So, get in touch with your peers (and check the course web site) and then contact the instructor if you still have questions.

5. **If you are emailing with a problem, suggest a solution.** Be considerate of how your solution might create additional work for the instructor.
6. **Do not use text abbreviations.** Don't make your instructors have to decipher your e-mail. Use punctuation.
7. **Sign it.** An e-mail is not a text. Sign your e-mails, typically with your first and last name.
8. **Read it over.** Make certain that your e-mail is clear, concise, and courteous.
9. **Think Before You Send.** If you are upset in some way, it's typically a good idea to cool off for 24 hours before writing. Ask someone else to read the e-mail, too. Indeed, arranging a meeting with the instructor might be a better option than writing an e-mail, if the topic is complex.
10. **Allow adequate time for a reply.** Don't expect a reply within minutes or even hours. If you send an e-mail after 5:00 PM or on the weekend, you might not receive a reply until the next working day. If you are only sending a piece of information ("I have the flu and will not be in class on Tuesday, but Sue will turn in my paper for me.") the instructor may not consider a reply necessary. In this case, you are done. If you want an instructor to look over something you've written, do not send your e-mail at the last minute. You should plan ahead.

ACADEMIC SELF-MANAGEMENT INVENTORY

Academically strong college students can typically answer “yes” to completing essential tasks in order to effectively manage their courses. For each course you take, make an honest assessment of how well you handle your responsibilities for being a successful student.

Preparing for class, do you . . .

- _____ 1. devote an average of 6 hours each day for study and review of all courses?
- _____ 2. review the course syllabus on a regular basis for assignments, readings, test dates, and expectations of the course instructor?
- _____ 3. keep a calendar of all due dates?
- _____ 4. finish reading assignments as listed in the syllabus?
- _____ 5. complete and turn in all assignments on time, following all directions?
- _____ 6. notify your professor ahead of time if you will miss class due to an illness, emergency, or college-sponsored event?

Going to class, do you . . .

- _____ 7. attend each day?
- _____ 8. arrive on time?
- _____ 9. take textbook(s), and a notebook and writing instruments?
- _____ 10. silence and put away all electronic devices (ie., cell phone, Blackberry)?
- _____ 11. sit toward the front of the classroom?
- _____ 12. sit upright (i.e., no putting your head on the desk, no sleeping)?
- _____ 13. take notes on lectures and discussions?
- _____ 14. participate by asking and answering questions?
- _____ 15. show respect for your professors, classmates, and for learning?

After class, do you . . .

- _____ 16. seek out your professor for feedback and help?
- _____ 17. meet with a research librarian for help in locating sources for papers?
- _____ 18. work with a tutor in the Learning and Writing Centers for help when needed?
- _____ 19. monitor your progress toward meeting graduation requirements on *WebAdvisor*?
- _____ 20. limit extra-curricular and social activities when you are experiencing academic difficulties in a course?

NOTES:

Developing Your Academic and Study Skills

As a freshman, you will begin developing your academic and study skills to meet the demands of college-level work. As you will find out, it is an ongoing process, and your professors will offer support and guidance. Additionally, there are other resources which you may also use to enhance and develop your academic skills:

THE COLLEGE'S LEARNING CENTER (CLARKE 223) OFFERS:

- **Tutoring** in almost all disciplines (see tutoring times and subjects at www.vwc.edu/academics/lrc)
- **Study Skills Workshops**, times and dates will be posted at the same website as above.
- **Writing Assistance and Tutoring** in the College's Writing Center also located in the Learning Center.
- **Academic Counseling and Individual Study skills** with Learning Center Staff.
- **Disability Support Services**, also located in the Learning Center

WEBSITES CAN OFFER HELP, TOO!

There are many websites which offer study skills tools and interactive lessons which you may find helpful. The two below are ones which offer good tips and guidelines in areas including: time management, note-taking, test-taking and preparation, etc.

<http://www.studygs.net/index.htm>

<http://www.ucc.vt.edu/stdyhelp.html>

CATEGORIES OF ACADEMIC SKILLS

Organizational Skills

Time Management
Goal Setting
Stress Management
Using a Planner
Organization of Your Study Materials

Writing Skills

Essay Writing
Researching Skills
Documenting Resources
Developing and Planning
a Paper

Study Skills

Text Reading/ Analysis
Note Taking
Test Preparation
Essay Exams
Objective Exams
Listening/Following Directions

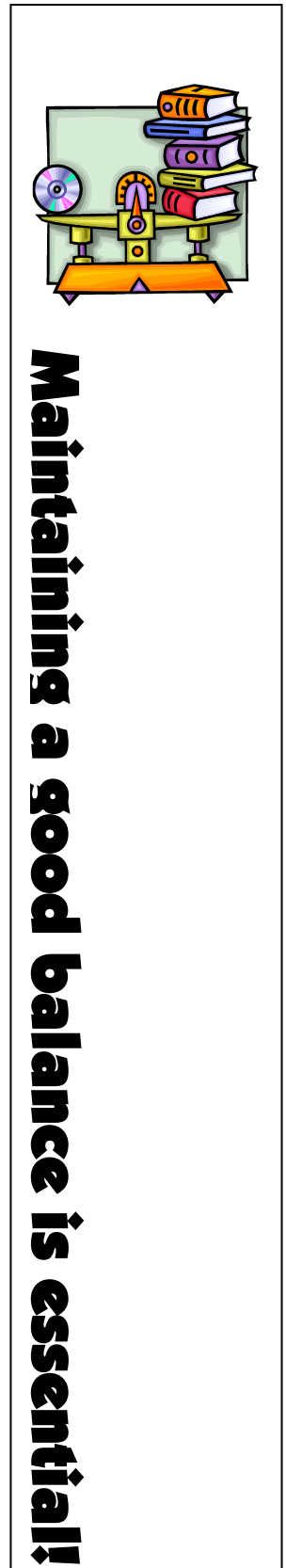
Take full advantage of support systems!



Hints on Planning a Better Study Schedule

1. **PLAN A SCHEDULE OF BALANCED ACTIVITIES.** College life has many aspects which are very important to success. Some have fixed time requirements and some are flexible. Some of the most common that you must consider are:
Fixed: eating; organizations; classes; work; church; and so on.
Flexible: sleeping; recreation; study; relaxation; personal affairs; and so on.
2. **STUDY AT A REGULAR TIME AND IN A REGULAR PLACE.** Establishing habits of study is extremely important. Knowing what you are going to study and when saves a lot of time in making decisions and retracing your steps to get necessary materials. Avoid generalizations in your schedule such as "study." Commit yourself more definitely to "read pages 25-40 of American History" or "complete five chemistry problems." Be specific and set regular study hours.
3. **STUDY AS SOON AFTER YOUR LECTURE CLASS AS POSSIBLE.** One hour spent soon after class will do as much good in developing an understanding of materials as several hours a few days later. Check over lecture notes while they are still fresh in your mind. Start assignments while your memory of the assignment is still accurate.
4. **UTILIZE ODD HOURS DURING THE DAY FOR STUDYING.** The scattered 1-or 2-hour free periods between classes are easily wasted. Planning and establishing habits of using these hours to study for the class just finished will result in more free time for recreation or activities at other times in the week.
5. **LIMIT YOUR BLOCKS OF STUDY TIME TO NO MORE THAN TWO HOURS ON ANY ONE COURSE AT ONE TIME.** After 1 ½ to 2 hours of study you begin to tire rapidly and your ability to concentrate decreases significantly. Taking a break and then switching to studying a different course will provide the change necessary to keep up your efficiency.
6. **PROVIDE FOR SPACED REVIEW.** That is, a regular weekly period when you will review the work in each of your courses and be sure you are up to date. This review should cover all the work done in the quarter up to the point of your review.
7. **PRACTICE SELF-RECITATION AS A DEVICE FOR INCREASING MEMORY.** Organize your notes in a question and answer format and think in terms of learning the main ideas about the material as you review weekly. When preparing for exams, try to predict the questions the instructor may ask. Use flashcards to aid your self-recitation.

(From the University of Minnesota Reading & Study Skills Center)



High Impact Practices: Accentuate Your College Experience



*“YOU CAN
SHAPE YOUR
COLLEGE
DEGREE AND
BUILD THE
BRIDGE TO A
REWARDING
CAREER,
MEANINGFUL
COMMUNITY
INVOLVEMENT,
AND SUCCESS
IN GRADUATE
SCHOOL.”*

Throughout your years at Virginia Wesleyan, you will encounter many ways to accentuate your education and develop significant links for a promising future. It may be undergraduate research that provides you with an advantage when applying to graduate school. Perhaps it will be an internship that connects you to your dream job. You may complete a service project, from which you develop a sense of satisfaction in changing lives in the community. Or, you may choose to study abroad and discover how it broadens your world perspective.

Seek out INTERNSHIPS and SERVICE LEARNING opportunities. You will be able to apply what you are learning in the classroom with practical experience and make actual contributions to an organization. You will also gain great resume builders. Sometimes a high GPA is not enough; employers and graduate schools are looking for critical thinking, problem-solving and communication skills that have been developed through internships and service learning. Also, through the process of self-exploration, you can investigate a major or career field that you are curious about. Career Services’ online *FOCUS-2* inventory, coupled with career counseling and conversations with a professor, can assist you with making those decisions, as well as effectively presenting your interests and qualifications.

Take advantage of STUDY ABROAD programs. These programs, which allow you to live in an unfamiliar setting and study another culture first hand, can become life changing for you. Total immersion in a new culture will provide you with the opportunity to hone skills and experiences that you would not have been able to accomplish in a classroom setting. You will also increase your marketability for employment or graduate school, giving yourself that extra edge over other candidates who may not have studied abroad. A good first step for testing your interest in study abroad is to enroll in a faculty-led international travel course, or participate in a Spring Break service project in a third world country.

Participate in UNDERGRADUATE RESEARCH programs. Through undergraduate research, you will work under the mentorship of a professor on a topic of special interest to you. You will develop your research, analytical, writing and public speaking skills. Not only will you have the opportunity to present your project at VWC’s Undergraduate Research Symposium, but you may also publish your findings or be selected to present at a regional conference.

In order to take advantage of any or all of these high impact practices you should start planning in your freshman and sophomore years, talk with your professors about your options, and contact the appropriate academic support offices to learn about application requirements.

Remember, each high impact practice will contribute to your overall college and life satisfaction and success.

Is Graduate School in Your Future?

WHAT IS GRADUATE SCHOOL?

Graduate schools offer advanced programs related to particular fields of study (such as chemistry, history, or creative writing) or professions (such as law, medicine, or business). Some graduate programs are more research-focused, while others emphasize the development of specific skills needed to work as a practitioner in the field.

WHAT TYPES OF GRADUATE DEGREES ARE AVAILABLE?

You can study at the graduate level in just about any field. Graduate degrees usually fit into one of three levels: Master, Specialist and Doctoral.

Master's degrees may prepare you for further study (toward a more advanced degree, such as a PhD) or may be "terminal" or highest degrees for your profession (a master's degree in business administration or library science is an example of the latter). It typically takes a full-time student two years to complete a master's degree. Often fieldwork, a thesis and/or exam will be required to complete the degree.

Specialist degrees are often earned in addition to a master's degree and may further prepare you for professional positions and licenses (an example is an Education Specialist, or EdS, degree for a high school principal).

Doctorates are the highest degrees that are awarded. These types of degree programs challenge you to create new knowledge in your field or apply existing information in new ways. To obtain a doctor of philosophy, or PhD, you must write and defend a dissertation. A full-time PhD student typically takes 5-7 years to complete the degree. The MD, or doctor of medicine degree, typically takes 4 years of medical school, followed by 3-8 years of internships and residency). The *juris doctor* (JD), or law degree, takes 3 years.



GRADUATE ADMISSION TESTS

Typically you will need to take one of the following for entry into a graduate program:

GRE: Programs in the arts & sciences

LSAT: Law school

GMAT: Business programs

MCAT: Medical school

DO I NEED TO GO TO GRADUATE SCHOOL?

Some career fields have more entry-level career opportunities for students with a bachelor's degree than others. For example, it may be more challenging to find an entry-level position in counseling without a graduate degree. In other fields, having a graduate degree may not be required but may increase your opportunities for advancement. Talk with the Career Services Center (Batten 220) about your career plans to see how graduate work may impact your career path. Your professors are also wonderful resources for information on graduate programs and options.

University of California, Berkeley Career Center (<https://career.berkeley.edu/Grad/GradWhatIs.stm>)

Letters of Recommendation from the Professor's Point of View



MUCH OF THIS INFORMATION MIGHT BE PART OF YOUR OWN APPLICATION, SO FEEL FREE TO CUT AND PASTE YOUR ANSWERS FROM YOUR APPLICATION. A COPY OF YOUR RESUME WILL OFTEN SUFFICE FOR ITEMS 11 - 13.

In your junior and senior years you will likely be applying for scholarships, graduate school, internships, or jobs. This list of instructions comes directly from some VWC professors when asked by students for a reference or letter of recommendation.

If you need a letter of recommendation from me, please ask me **at least three weeks in advance** of the due date for your application and provide responses to the following questions and requests:

1. Please provide me with any instructions for the letter-writer.
2. When is my letter/reference due? To whom should I write?
3. Please provide addressed envelopes, e-mail addresses, or FAX numbers.
4. What are you applying for? Why? How did you become interested in what you are applying for?
5. How do your major, courses, and college experience relate to what you are applying for?
6. What other experiences, skills or personality traits do you feel equip you for what you are applying for?
7. Please provide a list of courses taken or a copy of your transcript. For each course, include the course number, name, semester and year taken, and grade earned.
8. Which courses did you take with me?
9. In what way(s) did you benefit from the courses you took with me?
10. Please provide me with original, graded work from these courses. Submit fresh print-outs or attachments only if necessary.
11. What activities are you involved in on campus? Explain your level of involvement.
12. What non-campus activities have you been involved in, and what jobs have you held that might be relevant to your application? What did you learn from these activities and jobs?
13. What honors or awards have you won, whether for academics or for service, whether on campus or off?

NOTES:

FAQS ABOUT SERVICES AT VIRGINIA WESLEYAN COLLEGE

A STUDENT REFERRAL GUIDE

ACADEMIC ISSUES & CONCERNS

Who can help me...

- *Choose a major?* Career Services Center, 2nd Floor Batten (career_services@vwc.edu), x3337
- *Declare or change a major?* Registrar's Office, 1st Floor Clarke (reg@vwc.edu), x3353
- *Plan to take courses at institutions other than VWC?* Registrar's Office (reg@vwc.edu), x3353
- *Study abroad?* Office of International Programs, 1st Floor Batten (oip@vwc.edu), x3279
- *Set up a tutoring plan?* Learning Center, 2nd Floor Clarke (ghill@vwc.edu), x3122
- *Improve my writing skills?* Writing Center, 2nd Floor Clarke (kafahle@vwc.edu), x3122
- *Receive accommodation for a disability?* Disability Services Coordinator, 2nd Floor Clarke, (jshaw@vwc.edu), x3246
- *Handle technical issues with Blackboard?* Instructional Technology Director, 1st Floor Clarke (rtakacs@vwc.edu), x2112
- *Develop a research topic for class?* Library, (library@vwc.edu), x3224
- *Find a part-time job, summer job, internship or externship?* Career Services, Batten 220 (career_services@vwc.edu), x3337
- *Discuss my career plans and graduate school?* Career Services, Batten 220 (career_services@vwc.edu), x3337
- *Sign up for summer school?* Adult Studies Program, 1st Floor Clarke (asp@vwc.edu), x3263
- *Handle a conflict with a professor?* Dean of the College, 2nd Floor Clarke (jtinsley@vwc.edu), x3210
- *Report a violation of the Honor Code?* Dean of the College (jtinsley@vwc.edu), x3210
- *Order a transcript?* Registrar's Office, 1st Floor Clarke (reg@vwc.edu), x3353
- *Find out if the college is closed due to inclement weather?* x5711
- *Find out the name of my faculty advisor?* Check your *WebAdvisor* account
- *Pursue teaching certification?* Education Department, 1st Floor Pruden, (mkarlis@vwc.edu), x8702
- *Understand transfer credits?* Registrar's Office, 1st Floor Clarke (reg@vwc.edu), x3353
- *Apply for graduation?* Registrar's Office, 1st Floor Clarke (reg@vwc.edu), x3353

SOCIAL ISSUES & CONCERNS

Who can help me...

- *Find ways to get involved on campus?* Student Activities, 1st Floor Batten (studentactivities@vwc.edu), x8785
- *Find meaningful volunteer activities on and off campus?* Community Service, 1st Floor Batten (dhotaling@vwc.edu), x3216
- *Start a club or organization?* Student Activities, 1st Floor Batten (studentactivities@vwc.edu), x3383
- *Get involved with fun recreational activities on and off campus?* RecX, 1st Floor Batten (jseward@vwc.edu), x2124
- *Get involved with campus religious life activities?* Chaplain's Office, 1st Floor Batten, (gwest@vwc.edu), x3400
- *Learn more about Greek life?* Student Activities, 1st Floor Batten (studentactivities@vwc.edu), x8785
- *Work out issues I may have with my roommate?* Residential Life, Village II (reslife@vwc.edu), x3295
- *Handle a conflict with another student?* Dean of Students, 1st Floor Batten (kmoore@vwc.edu), x3354
- *Report a concern about the well being of another student?* Dean of Students, 1st Floor Batten (kmoore@vwc.edu), x3354
- *Check Dining Hall and Grille hours?* Dining Services, 1st Floor Batten, x3404
- *Get involved with the school newspaper?* Marlin Chronicle Office, 2nd Floor Batten (chronicle@vwc.edu), x3311
- *Advertise an upcoming campus event?* College Communications, 2nd Floor Godwin (collegecomm@vwc.edu), x3366
- *Connect with an alumnus/a of the college?* Alumni Relations, 2nd Floor Godwin (alumni@vwc.edu), x2115
- *Register a guest or campus visitor?* DeFord Gatehouse, x3289
- *Register an overnight guest?* Residence Life, Village II (reslife@vwc.edu), x3295

GENERAL WELL-BEING ISSUES & CONCERNS

Who can help me...

- *Discuss personal issues?* Counseling Services, 2nd Floor Batten (bbrown@vwc.edu), x5730
- *Address my spiritual needs?* Chaplain's Office, 1st Floor Batten, (gwest@vwc.edu), x3400
- *Receive medical attention?* Health Services, Village II (vcovington@vwc.edu), x3108
- *Obtain an after-hours escort?* Campus Security, Village I, x3289
- *Start working out?* Fitness Room, Batten Center, x3302
- *Fix computer problems?* Computer Help Desk, Clarke Hall Computer Lab (helpdesk@vwc.edu), x3111
- *Get a parking decal, student I.D. or visit lost and found?* Campus Security, Village I, x3349
- *Find out more about meal plans and Marlin \$?* Business Office, 1st Floor Batten, x3280
- *Jumpstart my car or unlock my car if the keys are locked inside?* Campus Security, Village I, x3349
- *Mail a package?* Mail & Copy Center, 1st Floor Batten, x3319
- *Travel off-campus for a medical appointment?* Health Services, Village II (vcovington@vwc.edu), x3108

FINANCIAL ISSUES & CONCERNS

Who can help me...

- *Understand my financial aid package?* Financial Aid, 1st Floor Godwin (finaid@vwc.edu), x3207
- *Apply for/change a work-study position?* Financial Aid (finaid@vwc.edu), x3207
- *Find out my balance due to the college?* Business Office, 1st Floor Batten, x3280
- *Remove a "hold" from my account?* Business Office, x3280
- *Pay fines or parking tickets?* Business Office, x3280
- *Cash a check?* Scribner Bookstore, 1st Floor Batten, x2103
- *Purchase supplies for classes?* Scribner Bookstore, x2103
- *Apply for an emergency loan (up to \$50.00)?* V.P. for Student Affairs and Dean of Enrollment Services, 1st Floor Godwin, (maobenour@vwc.edu), x3273

Other questions? Contact the Dean of Students (x3354) or
the Associate Dean for Academic Support (x3338).

To access all 2000, 3000 and 5000 extension numbers from off campus, call "455"-XXXX.

To access all 8000 extension numbers from off campus, call "233"-XXXX.

Revised May 2014

AN A-Z GUIDE

TO VIRGINIA WESLEYAN COLLEGE

A

Academic Counselor

Students in “less than good” academic standing or on academic probation are assigned an academic counselor. An academic counselor supplements the support provided by the student’s faculty advisor and meets with the student on an as-needed basis to ensure the student is making academic improvement.

Academic Probation

A cumulative GPA of 2.0 (C) is required for good academic standing at VWC. When a student’s average falls below 2.0, the conditions of his/her academic status vary with his/her academic classification. A freshman who does not achieve at least a 1.6 GPA, a sophomore with less than a 1.8 GPA and a junior or senior with a 2.0 GPA or below, are considered on academic probation.

Academic Suspension

The Academic Standing Committee may decide to suspend a student who fails to meet the minimum standard for continuance while on academic probation. Students who are on academic suspension may not register for or enroll in courses at the college for two semesters. They also may not transfer in credit for courses taken at other institutions during the semester of suspension, unless given written permission by the Dean of the College.

Add/Drop

You may add or drop courses from your schedule during the first week of the semester. After the first week, you must formally withdraw from the course by obtaining the signatures of your advisor and the course instructor on the withdrawal form (available in the Registrar’s Office).

Annual Yearly Progress

If you receive financial assistance (Pell Grants, Supplemental Grants, Federal Work Study, Perkins Loans, Stafford Loans, PLUS Loans, institutional funds and other grants), you must make annual yearly progress. The following targets must be met to make sufficient progress: Full-time students must earn a minimum of 20 hours in any single year (fall, spring, summer) and maintain a minimum cumulative GPA (1.6 for a freshman, 1.8 for a sophomore, 2.0 for a junior or senior). Full-time students must also complete a bachelor’s degree in six academic years (one academic year is two semesters plus one summer).

B

Bachelor's Degree

A degree or rank given by a college or university to a student who has completed a four-year course of study or its equivalent. At VWC, students may choose to pursue a Bachelor of Arts degree (B.A.); a Bachelor of Science degree (B.S.). A B.S. degree is available only in Biology, Chemistry, Earth and Environmental Science, or Mathematics; or a Bachelor of Social Work. (B.S.W.)

C

Career Counseling

A career counselor can help you assess your interests, skills, abilities and values and explore possible occupations related to these characteristics. They can also help you compose a résumé and cover letter and develop successful strategies to locate internships/jobs. The Career Services Center is located in Batten 220; email: career_services@vwc.edu.

Class Attendance

VWC expects students to attend all of their scheduled classes. Attendance policies, however, are set by individual departments and/or instructors. It is the student's responsibility to know and follow an instructor's attendance policy.

C-Minus Report

At the conclusion of each semester, professors should provide you with feedback in any courses in which you have earned a grade of C- or lower. Professor comments can be found in the academic profile section of your *WebAdvisor* account.

Course Load

A full-time student enrolls in at least 12 semester hours each semester. Students enrolled in fewer than 12 semester hours are classified as part-time. Students on academic probation should not enroll in more than 16 semester hours.

D

Dean's List

A student who earns an average of 3.5 or above during a given semester will be named to the Dean's List for that semester. A student receiving a 3.25-3.49 for the semester will be recognized on the Honorable Mention List. To qualify for either of these categories, a student must have full-time status, be enrolled in at least nine semester hours of traditionally graded courses and receive no F grades or incompletes.

Declaration of Major

A student must declare a major (stating the intent to pursue the requirements of that particular field of study) no later than the end of the sophomore year. *Declaration of Major* forms are available in the Office of the Registrar and should be returned to this office when completed.

Degree Audit/Program Eval

This feature of *WebAdvisor* allows you to monitor progress towards the completion of your major or investigate courses you would need to take if you were to switch majors.

Disability Support Services

VWC provides students with disabilities reasonable accommodations to make education accessible. To learn more, please contact Fayne Pearson, Student Disabilities Coordinator, fpearson@vwc.edu or 455-3246.

Double Major

You may select more than one major and complete the requirements for each program. VWC does not award two separate bachelor's degrees; instead, you are recognized for completing two majors as part of your bachelor's degree.

E

Early Alert System

A confidential online referral system often used by your instructors when you experience academic problems in a class. Information about your need for extra help goes to your faculty advisor, the appropriate academic support resource office, and you.

Externship

An externship is a short-term shadowing experience (typically about 30 hours) with an employer in a career field of interest. Externships are great ways to "test out" potential careers. To learn more, visit the Career Services Center in Batten 220.

F

Faculty Advisor

Your advisor will help you plan your academic program and help you select appropriate courses, as well as discuss future plans for gaining experience in your field. As you move through your coursework, your advisor will monitor your progress towards your degree. While your advisor will make every effort to provide effective guidance, you are ultimately responsible for making sure you complete all of the requirements for your program. You will be assigned an advisor as a freshman. Upon declaring a major, you will then receive an advisor within your chosen field of study.

FAFSA (Free Application for Federal Student Aid)

In order to be considered for financial aid (grants, low-interest loans and work-study), you must complete the FAFSA, which is available at www.fafsa.ed.gov. Financial aid is granted on an annual basis and your need is re-evaluated each year. First preference is given to applicants who meet the March 1 priority mailing deadline. Please see *Marlin Scholarship Fund* for more information about other sources of funding.

FERPA (Family Education Rights and Privacy Act)

Enrolled students are entitled to specific rights as part of this Act. Please refer to the Academic Catalog (page 6).

Freshman

A student with 0-23 earned semester hours is classified as a freshman.

Full-time Student

A student must be enrolled in 12 semester hours or more to be considered a full-time student.

G**General Studies Requirements**

The General Studies curriculum at VWC is designed to enable students to acquire basic proficiencies in and access to various modes of knowing in order to become self-sufficient learners. Please see the Academic Catalog for a detailed discussion of the specific requirements.

GPA (Grade Point Average)

A student's major and cumulative GPA is computed on work taken at VWC, exclusive of pass/fail courses. Coursework taken on a cross-registration basis is also included in the VWC GPA, again exclusive of pass/fail coursework. A candidate for graduation must have at least a 2.0 (C) average both in the major and as a cumulative average. The comprehensive liberal studies and history and social science majors require a 2.5 average. The individualized major requires a 2.7 average..

H**Hold**

Action taken by the college which prevents you from registering for classes until unfinished business has been settled, i.e. signing financial aid paperwork, completing continuing enrollment form, returning overdue library books, paying balance on student account. Information on any "holds" can be found on your WebAdvisor account.

Honor Societies

VWC hosts chapters of more than 15 national honor societies. Upper-class students meeting specific academic requirements are inducted into these societies. Speak with your faculty advisor to learn more about the chapter related to your field of study.

Honors and Scholars Program

Members of the Honors and Scholars Program participate in academically challenging honors courses and enriching co-curricular experiences. They also compete for scholarships, which may cover tuition costs up to the full amount. High school seniors who have established academically superior records are invited to apply in the fall prior to their graduation. Current VWC students who meet the requirements may also join Honors and Scholars. Contact Joyce Easter (jeaster@vwc.edu) for more information.

I

Internships

Internships provide students an opportunity to gain valuable pre-professional work experience in a professional environment. Some majors require internships, while other majors offer them as an option for academic credit. Participation in an internship allows you to add related “experience” to your résumé. Internships also provide great opportunities to network in your field for future job opportunities. The Career Services Center can help you with your internship search. Speak with your faculty advisor to learn more about the requirements of your major.

J

Junior

To be classified as a junior, a student should have completed 54-84 semester hours and submitted a Declaration of Major form to the Registrar’s office.

L

Latin Honors

Latin Honors (cum laude, magna cum laude and summa cum laude) are awarded to students who fulfill specific academic requirements in addition to achieving a certain cumulative GPA. To learn more about Latin Honors, consult the VWC Catalog and/or the Office of the Registrar’s website.

Learning Center

The Learning Center coordinates tutoring and academic support services. Every semester, peer tutors are available in most subjects. Tutoring schedules can be found online at <http://www.vwc.edu/academics/lrc/schedules>. Please note these services are provided at *no additional cost* to VWC students and are a valuable resource to all students, especially first-year students. Professional writing tutors are also available (see *Writing Center* for more details).

Living & Learning Communities

These communities allow 14 freshmen sharing a common interest to live in the same residence hall area and study together in linked courses.

M

Marlin Scholarship Fund

VWC offers additional funds to current students based on academic performance and extracurricular involvement. The selection process and number of scholarships depends on the number of applications received. Awards range from \$1,000 to \$5,000. Awards from the Marlin Scholarship Fund are not automatically renewed, so students should reapply annually. To apply, download and complete an application, go to: http://www.vwc.edu/admissions/financial_aid/documents/MarlinScholarshipFundApp.pdf

Major

A major is a primary course of study in a single discipline. The requirements of every major can be found in the Academic Catalog.

Midterm Progress Reports

Your professors should issue midterm progress reports for all freshmen students and for upperclass students with a grade estimate of C- or lower. Make sure to log into *WebAdvisor* to read your reports in a timely manner each semester.

Minor

A minor is a secondary course of study in a discipline separate from the major course of study. Descriptions of minors and their requirements can also be found in the Academic Catalog.

O

On-campus Employment

Students who qualify for federal financial aid may be eligible to for work-study positions on campus. Students who are not eligible for federal financial aid may find employment in the Batten Center, Dining Services or Recreational Sports. Contact the individual offices for more details about job openings. The Career Services Center maintains a listing of part-time off-campus job opportunities within the local community. Visit their office in Batten 220 to learn more.

P

Phi Beta Kappa

The Phi Beta Kappa Society, the nation's oldest academic honor society, represents excellence in the liberal arts and sciences. Only 10% of the nation's colleges and universities hold PBK chapters. At these institutions, only 10% of the students are selected for PBK membership, based on rigorous academic standards. VWC seeks to become a Phi Beta Kappa-caliber college in the coming years.

Prerequisite

A prerequisite is a course that must be successfully completed before enrollment in a more advanced course.

R

Repeating Courses

Students are normally allowed to repeat a course in which they previously received a C- (1.67) or below. When a student repeats a course, all previous grades for that course remain on the transcript, but only the last grade is used in computing the grade point average.

Residence Requirement

Students must complete at least their last 32 semester hours and must earn at least 16 semester hours in their major area at VWC.

S

Semester

The Academic Calendar contains two regular semesters, August to December (fall) and late January to May (spring). Each regular semester consists of 15 weeks of classes and a final examination period. Every January, VWC also offers a 3-week Winter Session (please see *Winter Session* for more details). Summer sessions are also offered from May through August.

Senior

To be classified as a senior, a student should have earned 85 or more semester hours.

Sophomore

To be classified as a sophomore, a student should have completed 24-53 semester hours.

Study Abroad

Studying abroad provides you with the once in a lifetime opportunity to experience another country and culture while receiving academic credit. Students in any major may study abroad. Both short and long term programs are available. Visit the Office of International Programs in Batten to learn more.

T

Transcripts

A transcript is a record of your academic history at VWC. Transcripts are often required for jobs, internships, study abroad programs and graduate school applications. You may order a transcript through *WebAdvisor* and pick it up in the Registrar's Office.

Tutoring

The Learning Center provides peer tutors in most academic subjects. The Writing Center (housed in the Learning Center) provides professional writing tutors. Visit the Learning Center on the 2nd Floor of Clarke.

U

Undergraduate Research

Virginia Wesleyan offers numerous opportunities for students and faculty to collaborate on research projects related to their fields of study. Past students have co-authored publications, presented research at regional and national conferences, and traveled abroad to pursue original research topics. Research projects are presented annually during the Research Symposium each spring semester.

W

WebAdvisor

The official online educational planning and record-keeping system used by Virginia Wesleyan College. It is password protected, requiring your e-mail name and password for access to your account.

Winter Session

Winter Session is a special 3-week session held every January. Students may take 1-5 semester hours during Winter Session in both traditional and unique courses. Several short-term study abroad options are also available.

Withdrawal – From a Course

From the end of the schedule change period (typically the first week of classes) until approximately ten weeks into the semester (see the Academic Calendar for exact dates), a student may withdraw from a course or courses. At the discretion of the instructor a grade of WP or WF will be assigned. To withdraw, you must have your advisor and instructor sign a Withdrawal Form obtained in the Registrar's Office. If you withdraw after the assigned date, you will automatically receive a WF, which carries a grade penalty.

Withdrawal – From the College

Withdrawal from VWC means that the student no longer attends classes and is no longer enrolled in the college. A student is not considered officially withdrawn until he/she notifies the registrar in writing of this intention and completes an official withdrawal form.

Work-Study

Work-study positions are available in campus offices and are awarded to students as part of their federal financial aid package. Contact the Financial Aid Office for more information about this program. (Also refer to "On-campus Employment.")

Writing Center

Located in the Learning Center, the Writing Center provides students with professional writing tutors to assist with every step in the writing process.