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Semester Effective:

Student Success (STSU) 1001 Educational Planning (1Unit)
[formerly Student Success 1, Student Success 1501]

Prerequisite: None

Hours and Unit Calculations:

16 hours lecture. 32 Outside-of-class-hours (48 Total Student Learning Hours) 1 Unit

Catalog Description: This course is designed to increase understanding of educational planning. The course will include the development of a comprehensive educational plan, institutional, instructional, and student expectations for the college experience, knowledge of college resources, sequences of courses, and academic goal requirements. Not open to students who have taken STSU 1501 or LRSK 1501.

Type of Class/Course: Degree Credit

Text: *Taft College Catalog/Student Handbook*, current edition
Schedule of Classes

Additional Instructional Materials: None

Course Objectives:

By the end of the course, a successful student will be able to:

1. Develop a comprehensive educational plan for the time at Taft College and tentative transfer schedule,
2. Define the transfer requirements,
3. Identify the steps to registration and prerequisites,
4. Identify graduation requirements,
5. Acquire knowledge of academic expectations and institutional policies and procedures,
6. Provide an overview of the various support services,
7. Define and apply college terminology,
8. Define the role of the college counselor, and
9. Review certificate and degree requirements.

Course Scope and Content:

- Unit I Educational Planning Basics
- A. Picking a major
 - B. Sequencing of courses
 - C. Graduation requirements/transfer requirements (AA-T/AS-T AA/AS, Transfer,

- Certificates)
- D. Calculating Grade Point Average (GPA)
- E. Understanding higher education institution systems, such as California State University (CSU), University California (UC), and independent colleges and universities

Unit II Knowing the Steps to Registration

- A. Course selection/course schedule
- B. Prerequisites
- C. How to add/drop a class and waitlist procedures

Unit III Acquiring Knowledge of Institutional Expectations and Procedures

- A. College Terminology
- B. Student responsibilities
- C. Counselor responsibilities
- D. Instructor responsibilities
- E. Grading system
- F. Course syllabus
- G. Academic probation/dismissal and appeal process

Unit IV Overview of Supportive Services

- A. Counseling Center
- B. Career Center
- B. Library
- C. Supplemental Instruction (SI) and tutoring
- D. Disabled Students Programs & Services (DSPS)
- E. Extended Opportunities Programs and Services (EOPS)
- F. Administration

Unit V Developing a Comprehensive Education Plan

- A. Reviewing general education, major, and transfer requirements
- B. Identify course sequencing (prerequisites)
- C. Reviewing transcripts
- D. Referencing current course schedule
- E. Planning a two year schedule utilizing the educational online planner
- F. Making adjustments to your Comprehensive Education Plan

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 2 hour per week outside of the regular class time doing the following:

1. Reading the college catalog
2. Writing assignments
3. Online assessments

Methods of Instruction:

1. Lecture
2. Group discussion
3. Classroom exercises

4. Individual projects

Methods of Evaluation:

1. Completed comprehensive educational plan
2. Pre and post survey
3. Classroom exercises

Supplemental Data:

TOP Code:	493013 Academic Guidance
SAM Priority Code:	E: Non-Occupational
Funding Agency:	Y: Not Applicable
Program Status:	2: Stand-Alone
Noncredit Category:	Y: Not Applicable
Special Class Status:	N: Course is not a special class
Basic Skills Status:	Not Applicable
Prior to College Level:	Y: Not Applicable
Cooperative Work Experience:	N: Course is not a part of a cooperative education program
Eligible for Credit by Exam:	No
Eligible for Pass/No Pass:	Yes
Discipline	Counseling