To prepare students for the change to semesters, the Individualized Advisement Plan (IAP) in MyCSUEB will help students determine their academic paths through the conversion process and beyond to graduation. Students are encouraged to complete an IAP as soon as possible. Once the IAP is approved by an academic advisor, it serves as a roadmap to facilitate graduation requirements under your major, and if applicable, minor program(s). It also provides the opportunity to inform the University of courses you plan to enroll in and when. This information will allow the university to improve course offerings based upon demand.

**What is an Individualized Advisement Plan (IAP)?**

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**Do I need to speak to an advisor to get my IAP?**

You will need to consult with a Sociology major advisor about which major requirements you will follow: the current quarter system catalog requirements or the new semester system catalog requirements. The procedures for determining which requirements will be more efficient for you will vary by major and graduation date. Once you have determined which set of University and major requirements you will be following, you will know what classes you need to put into your IAP.

**How do I know who my advisor is?**

All undergraduates have two advisors: An AACE advisor who is your General Education advisor and your major. Schedule an appointment with an AACE advisor by visiting www.csueastbay.edu/aace. You may choose any full time Sociology faculty member to work with as a major advisor, just contact the faculty member directly.

*Students in the following programs have a third advisor: Athletics, EOP, EXCEL, GANAS, Project Impact, Renaissance Scholars, Sankofa, and SSOS.*

**Please Note:** You will consult with an AACE advisor about which General Education requirements you will follow: the current quarter system catalog requirements or the new semester system catalog requirements.

It is possible to have different catalog requirements for University requirements (including GE) and major requirements.
### What’s the Same? What’s Different?

<table>
<thead>
<tr>
<th>QUARTERS</th>
<th>SEMESTERS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Year</strong></td>
<td>Fall Quarter, Winter Quarter, and Spring Quarter</td>
</tr>
<tr>
<td><strong>Term Length</strong></td>
<td>10 Week Quarters</td>
</tr>
<tr>
<td><strong>Optional Terms</strong></td>
<td>Summer Quarter</td>
</tr>
<tr>
<td><strong>Recommended Class Load to Graduate in 4-Years</strong></td>
<td>15 Units per Quarter</td>
</tr>
<tr>
<td><strong>Academic Year Calendar</strong></td>
<td>Starts in September and ends in June</td>
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</tbody>
</table>
| **Minimum Units**                | Bachelor’s Degree: 180 Quarter Units  
 Master’s Degree: 45 Quarter Units |
| **Tuition**                       | Annual tuition is divided into three quarters* |
| **Financial Aid**                | Annual award is divided into three quarters |

*Optional Terms not included

### What Should UNDERGRADUATE Students Be Doing to Prepare?

**DECLARE A MAJOR:** If you have not declared a major, make a decision soon. Declare your major officially with a “Change of Major” form.

**OBTAIN YOUR INDIVIDUAL ADVISEMENT PLAN (IAP) TO GRADUATE ON TIME:** Meet with your major department adviser and then your General Education adviser at AACE or EOP to develop an IAP to ensure you are on track to graduate. The IAP will help you understand how your graduation requirements and how your remaining quarter units will be fulfilled with semester classes.

**MAKE REGULAR ADVISING APPOINTMENTS:** Meet with your major adviser and AACE or EOP adviser often to ensure you’re on track. It is suggested you meet 2-3 times per year, at minimum.

**MAKE EVERY CLASS COUNT:** Follow your IAP. Don’t waste your time or money taking classes that are not counting toward your graduation. Get passing grades.

**IF YOU CAN GRADUATE EARLY, DO SO:** Students who are able to graduate before the university converts to semesters are encouraged to do so. It will simplify your degree-planning process.

### What Should GRADUATE Students Be Doing to Prepare?

**MAKE AN ADVISING APPOINTMENT:** Meet with your graduate department advisor to ensure you’re on track.

Want to know more? Visit csueastbay.edu/semester for more information, FAQs and videos.