Semester Conversion & Academic Advising Information for Department Chairs

**Semester Conversion Information:**

- In August 2018, Cal State East Bay will begin as a semester campus. The new semester calendar is now available.

- There will be two semesters in the academic year each with 15 weeks of classes and one week of finals. There will be a week off for Thanksgiving, a break between fall semester and spring semester, and a week off during spring semester. There will be a summer term with eight weeks of classes and one week of finals.

- Incoming freshmen will need to take an average of 15 units per semester (120 units to complete a degree) to graduate in 4 years. Incoming transfer students will need to take an average of 15 units per semester to graduate in two years.

- There will be no negative effect on financial aid packages. The Office of Financial Aid will continue to offer Informational Workshops.

**Academic Advising Information:**

- Students who have earned 90 units or more need to be encouraged to graduate by spring or summer 2018!

- Students enrolled during conversion from quarters to semesters will not be negatively impacted by semester conversion provided that they follow their Individualized Advisement Plan (IAP) to be developed with the student and faculty advisors. This is a campus Pledge to our Students.

- When fully implemented, each student’s IAP will layout out the roadmap of coursework required for graduation that includes General Education (GE) and University requirements as well as major requirements for graduation.

- During the Summer of 2016, chairs and academic advisors should be using all available advising tools (Degree Audit(some programs), Pioneer Data Warehouse, EAB-Bay Advisor) and their major forms to help students transition from the quarter system to the semester system.

- Students should contact their college student success center or faculty advisor for academic advising in their majors.

- For GE advising and students who are undeclared, they should contact AACE.

*If you have any questions regarding semester conversion and academic advising, please contact Maureen Scharberg (Maureen.Scharberg@csueastbay.edu) or Larry Bliss (Lawrence.Bliss@csueastbay.edu), co-chairs of Semester Conversion Student Advising Committee.*