

The slide features decorative geometric patterns in the top corners. The top-left corner has a vertical grid of squares, with some squares containing diagonal lines or circles. The top-right corner has a similar grid, but with a circle in the top-right square and an 'X' in the bottom-right square.

# The Academic Success Center

Tutoring Center and Academic Advising Services

# Academic Success Center

## **Learning Support and Tutoring**

*Professional Writing, Math, Science, Design, and Academic Skills, as well as Peer Tutoring for many subjects*

## **First-Year Advising**

*Assigned Advisor, academic support, course registration*

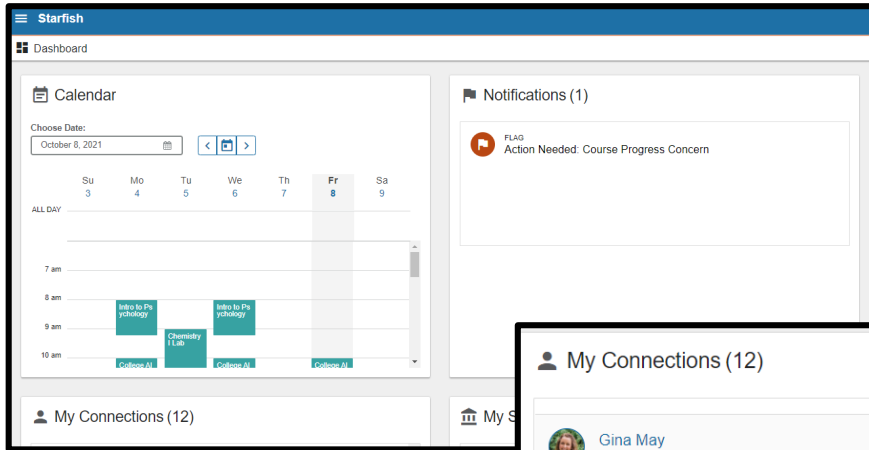
Our website:

<http://www.eastfalls.jefferson.edu/successcenter/index.html>

# First-Year Advisors

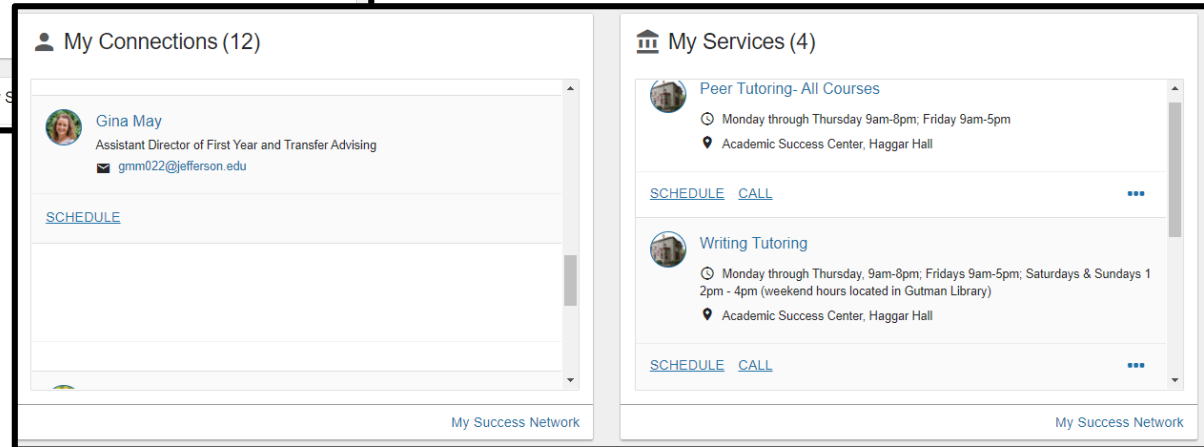
- Advisors are both faculty members and academic advisors
  - Advisors are assigned by major
    - You should have received several emails from your advisor at this point in the semester
  - Advisors guide students in course planning, goal setting, and making responsible choices for their academic careers
    - Your advisor will help you with what courses to register for in Spring 2022
- Haven't met with your advisor yet?
  - ***Schedule with them today!*** You can make an appointment in Starfish
  - *Don't know who your advisor is?* Can view in Degreeworks
    - *Still unsure? Contact us at [TJU\\_EF\\_Advising@Jefferson.edu](mailto:TJU_EF_Advising@Jefferson.edu)*

# How to make a Starfish Appointment



The screenshot shows the Starfish Dashboard. On the left, there is a 'Calendar' section with a date selector set to 'October 8, 2021'. Below the date selector is a weekly calendar grid. The grid shows appointments for Friday, October 8th, including 'Intro to Ps ychology' at 8 am and 9 am, 'College A' at 10 am, and 'College B' at 10 am. On the right, there is a 'Notifications (1)' section with a red flag icon and the text 'Action Needed: Course Progress Concern'.

- On your dashboard you will see your - calendar, and any notifications/flags/kudos
- Scroll down to My Connections to find your advisor and click “SCHEDULE”; follow the prompts
- Same for making a Tutoring appointment



The screenshot shows two sections of the Starfish interface. The top section is 'My Connections (12)', which displays a profile for Gina May, Assistant Director of First Year and Transfer Advising, with the email address gmm022@jefferson.edu. Below the profile is a 'SCHEDULE' button. The bottom section is 'My Services (4)', which lists two services: 'Peer Tutoring- All Courses' and 'Writing Tutoring'. Each service includes its location (Academic Success Center, Haggar Hall) and a 'SCHEDULE' button.

# BannerWeb and Midterm Grades

- BannerWeb Basics
- How to log in
  - Jefferson.edu> East Falls Campus drop down menu> Banner> BannerWeb Login> Use your campus key
- Viewing Midterm Grades
  - Student Menu> Student Records> Midterm grades
- Determining your GPA at Midterm
  - <http://www.eastfalls.jefferson.edu/successcenter/gpaCalculator.html>
  - Concerns over low grades?
  - If you have a “D” or “F” in any courses, you may want to consider tutoring or a course withdraw



# Course Withdraw

- The deadline to withdraw (W) from a course is **Thursday, October 28 by 5 p.m.**
  - W DOES NOT impact your GPA, in most cases is better than a D or F
  - W DOES impact your pass percentage for Satisfactory Academic Progress
  - ***You are required to meet with your advisor, fill out the withdraw form, and obtain an approval signature***
    - You cannot withdraw on your own in BannerWeb
- Satisfactory Academic Progress
  - Required: 2.0 minimum GPA
  - Required: Passing 75% of all courses attempted (includes W and F grades)
    - If you fall below either in the Fall 2021 semester, you will be placed on Academic Probation for Spring 2021
    - If still not meeting terms after Spring 2022, you are dismissed from the university

# Tutoring

- **Writing**

- Professional Writing Tutors are available for 1:1 appointments
- In-class and out of class workshops are also frequently offered for students

- **Math**

- Professional and Peer Tutors available for 1:1 appointments
- Study Groups and Professional Drop-in Tutoring available for all math courses

- **Content Areas**

- Peer and Professional Tutoring available for the majority of subjects

- **Academic Success Strategies**

- Professional Tutoring available for 1:1 appointments for Learning Strategies

- *Tutoring is available throughout your entire academic career at Jefferson. For more information, please visit: <http://www.eastfalls.jefferson.edu/successcenter/index.html>*

- *Students can use tutoring for a maximum of 2 hours per subject*



## Starfish

- Login on our website
- Sign up for all tutoring here
- See what your professors are saying about your performance in your classes!

Academic Success Center, East Falls Campus

LINKS

- » Advising Services
- » Math Tutoring
- » Writing Assistance
- » ESL Tutoring
- » Peer Tutoring
- » Resources for Parents
- » Resources for Faculty
- » Contact Us

ADVISING RESOURCES

PLACEMENT TESTS

CHECK SHEETS

ADVISING FORMS

ACADEMIC INTEGRITY

STARFISH LOGIN

CONNECT WITH US

Fall 2020 Newsletter

- \*Updates and Virtual Drop/Add Process for Fall 2020
- \*Fall 2020 Schedule FAQ
- \*Virtual Visit to the Academic Success Center

## Virtual Workshops available!

- “Adjusting and Improving Learning Strategies”
- “Time Management Strategies”
- “Adjusting the Study Cycle: Developing Active and Efficient Study Strategies”
- All can be found here:  
<http://www.eastfalls.jefferson.edu/successcenter/academicSkills.html>

# Registering for Spring 2022

*We registered you for Fall 2021, but you will now register yourself for every semester from now until graduation!*

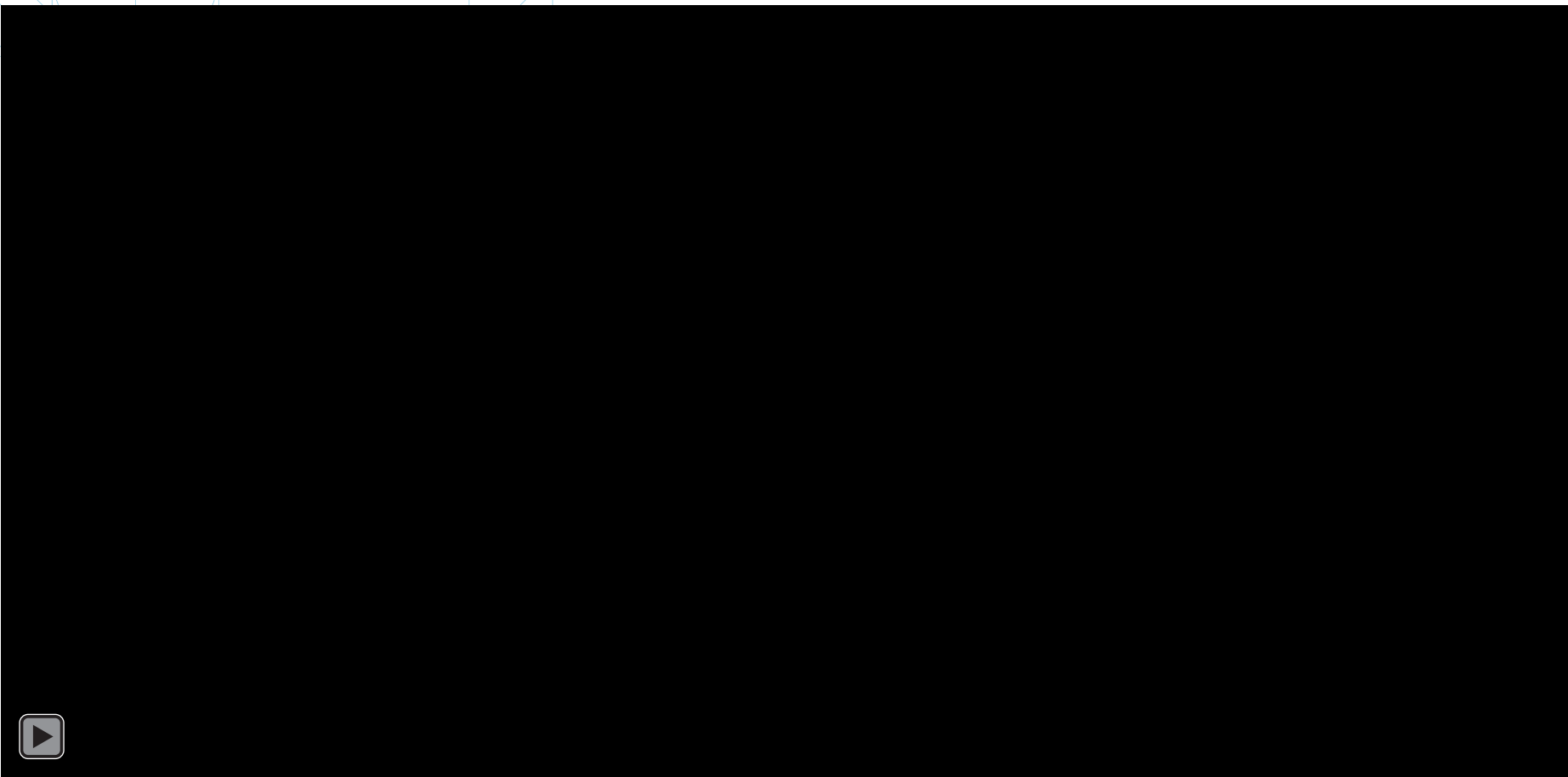
- How to find your ticket time
  - Student menu > Registration > Registration Status
  - *Set a reminder for yourself NOW for when your ticket time is!*
- How to see if you have a hold
  - Click “view holds” under Registration Status
  - You will need to contact the office that has you on a hold to get info on your next steps
  - You will be unable to register until your hold is removed
- You will register for courses based on your major:
  - You will want to meet with your first-year advisor to confirm what courses you need to register for
  - *Some classes are only offered once a year, so you need to make sure you are on track in order not to delay your graduation date*
- Instructors, buildings, and classroom assignments are added closer to the start of the semester





# ADD/DROP

- How to search the schedule
  - You can view the Class Schedule in BannerWeb and start building your schedule now.
  - Try using the Advanced Search option and search by term: “Spring 2022”; make sure you choose “East Falls” as your campus and “Option 1- Full Term” as your part of term.
  - Select “DAY” as your session to eliminate accelerated and online only courses.
  - Link to step by step instructions for Registering (Add/Drop) for Spring 2022 courses: <https://confluence.jefferson.edu/display/BD/Students>



## • Writing

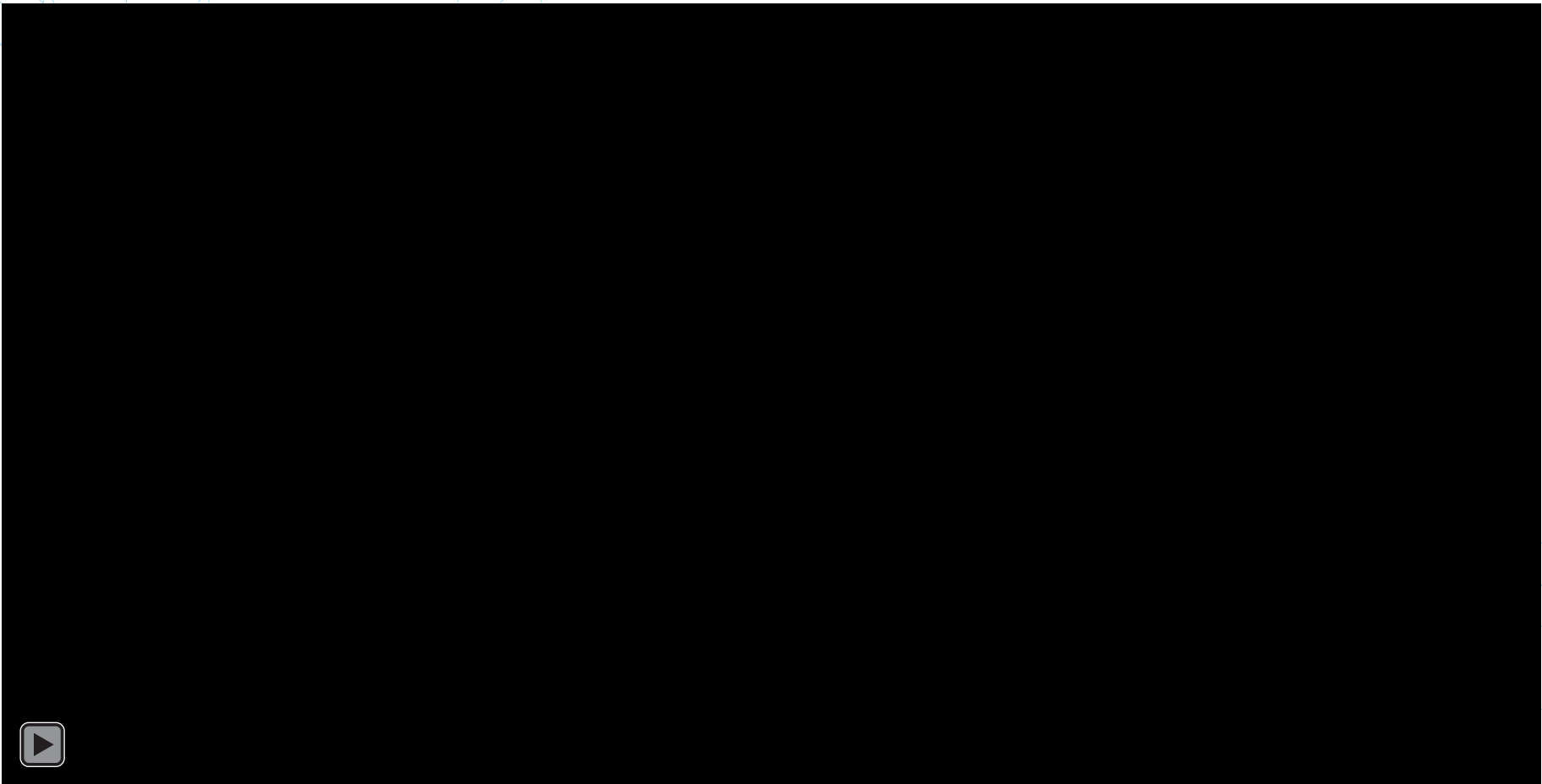
- All freshman should strive to have both WRIT-101(S/G): Writing Seminar 1 and AMST-114: Topics in American Studies completed by the end of the 1st year
- If you are in WRIT-101(S/G) this semester, register for AMST-114 for Spring, or vice versa
- If you are registered for WRIT-100 this Fall, you will need WRIT-101(S/G) this Spring
- WRIT-100 has counted for you as a free elective
- All students are required to take WRIT-201: Writing Seminar 2 as a residency requirement, meaning you have to take it on this campus, and it is a required course for all majors
- Questions? Contact [Lauren-Elise.Kadel@jefferson.edu](mailto:Lauren-Elise.Kadel@jefferson.edu)

## • Math

- Course(s) you need are based on your major and on your placement
- Some majors need several levels of Math, some only need 1, Check with your advisor about your specific math needs!
- If you are in MATH-099, you will need at least 1 more math course that you should take in the Spring, possibly more after
- MATH-099 does not count as a class that goes towards your graduation requirements
- Questions? Contact [Ellen.Knapp@jefferson.edu](mailto:Ellen.Knapp@jefferson.edu)

# Hallmarks Courses

- Already completed both AMST-114 and WRIT-101 OR WRIT-101 S/G?
  - You can move on to WRIT-201, or a different upper level Hallmarks Course:
    - ADIV- American Diversity
    - ETHC- Ethics
    - GDIV-Global Diversity
    - GCIT- Global Citizenship
      - \*A language can count for a GDIV and/or GCIT
  - These are the course subjects, you can look for a topic you are interested in, as there are many options.
    - Search by subject, leave course number blank





# Status Restrictions?

- Course numbers followed by “ACC”: course is only available to students enrolled in the CPS accelerated programs.
- Course numbers followed by “X”: available only to students enrolled in the CPS online programs.
- Course numbers followed by “H”: available only to students in the Honors program.
- Courses displaying “CC”: available only to students in the Center City programs.
- Look for courses that indicate EF (for East Falls programs)

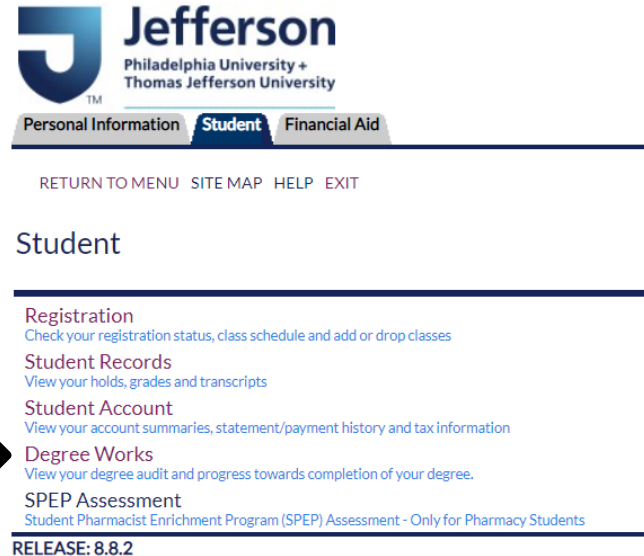
# Program Checksheets


- The University uses “checksheets” as guidelines to follow for each major on which courses to take every semester
  - Checksheets for all majors can be found here: <https://www.jefferson.edu/life-at-jefferson/handbooks/checksheets.html>
- Some things to note:
  - Some courses are only offered once a year
  - Many courses have prerequisite requirements, meaning that you must complete step 1 of a course before moving on to step 2
    - You’ll see these noted in (parenthesis)
    - Example: PSYC-101: Intro to Psychology must be successfully completed before taking any upper level Psychology courses
- *Take a look at your major’s checksheet to see all of the courses you will be required to complete!*



# Degreeworks

- Easy-to-use online set of academic planning tools that assists students and advisors in tracking and planning academic progress and ultimate completion of degree requirements
- Provides students direction and provides advisors and student record managers with up-to-date curriculum and course completion info
  - Helps to identify outstanding requirements needed for graduation
- You can access DegreeWorks in BannerWeb
  - Login with your campus key





[Personal Information](#) **Student** [Financial Aid](#)

---

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

## Student

---

**Registration**  
 Check your registration status, class schedule and add or drop classes

**Student Records**  
 View your holds, grades and transcripts

**Student Account**  
 View your account summaries, statement/payment history and tax information

**Degree Works**  
 View your degree audit and progress towards completion of your degree.

**SPEP Assessment**  
 Student Pharmacist Enrichment Program (SPEP) Assessment - Only for Pharmacy Students

---

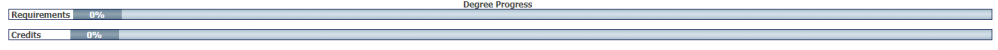
RELEASE: 8.8.2

Find Student ID: N 4 Name: M H Degree: Major: Level: Student Class Level: Last Audit: Today  
 TJP287 Phoenix, Test BS EF - Psychology (BS) UN Freshman

Worksheets Plans | Notes GPA Calc  
 Worksheets Student View View Save as PDF Process New  
 What If Include In-progress classes Include preregistered classes Class History

Thomas Jefferson University Degree Works

Student View A000400X as of 16-Sep-2020 at 13:45			
Student	Phoenix, Test	Level	Undergraduate
ID	TJP287	Degree	Bachelor of Science
Advisor		College	JCHS
Program	BS in Psychology	Major	EF - Psychology (BS)
Concentration		Minor	
Overall GPA		Cumulative Total Earned Credits	



Requirement	Academic Year	Credits Required	Credits Applied
<b>Degree in Bachelor of Science (OCHS)</b>	Fall 2020	120	0
<ul style="list-style-type: none"> <li>Minimum Credits (60) taken at TJU.</li> <li>You have 9 resident credits (includes completed and in-progress, if applicable).</li> <li>A minimum GPA of 2.0 is required.</li> <li>Hallmark Core</li> <li>Major Requirements</li> <li>Free Elective Requirements</li> </ul>	<ul style="list-style-type: none"> <li>Still Needed: You need 60 more credits to meet the residency requirement.</li> <li>Still Needed: When your first term is graded, your overall GPA will be calculated. If this GPA falls below 2.0 it is important to see an advisor to make plans for raising your GPA.</li> <li>Still Needed: See Hallmark Core (OCHS) section</li> <li>Still Needed: See Major in Psychology section</li> <li>Still Needed: See Free Electives (OCHS) section</li> </ul>		
<b>Hallmark Core (OCHS)</b>	Fall 2020	40	0
<ul style="list-style-type: none"> <li>Minimum Hallmark Core Credits taken at TJU.</li> <li>Pathways Seminar</li> <li>Writing Seminar I</li> <li>Writing Seminar II</li> <li>Ethics</li> <li>Topics in American Studies</li> <li>Contemporary Global Issues</li> <li>American Diversity</li> <li>Global Diversity</li> <li>Global Citizenship</li> <li>Quantitative Reasoning I &amp; II</li> <li>Science I &amp; II</li> <li>Integrative Seminar</li> <li>Philosophies of the Good Life</li> </ul>	<ul style="list-style-type: none"> <li>Still Needed: A minimum of 9 credits must be taken at TJU for your Hallmark Core.</li> <li>Still Needed: 1 Class in FYS 100</li> <li>Still Needed: 1 Class in WRIT 101</li> <li>Still Needed: 1 Class in WRIT 201*</li> <li>Still Needed: 1 Class in ETHC 200 or 202 or 204 or 206 or 215* or @ @ with Attribute ETHC</li> <li>Still Needed: 1 Class in AMST 114</li> <li>Still Needed: 1 Class in CGIS 300</li> <li>Still Needed: 1 Class in ADV 200 or 201 or 202 or 204 or 206 or 210 or @ @ with Attribute ADV</li> <li>Still Needed: 1 Class in ARAB 101 or 201 or @DIV 200 or 201 or 2015 or 202 or 203 or 204 or 205 or 208 or 210 or 220 or 221 or 223 or 225 or 226 or 227 or 229 or 231 or 233* or 235* or 333 or CHSE 101 or 201 or FREN 101 or 201 or 301 or 401 or GER 101 or 201 or 301 or 401 or ITAL 101 or 201 or 301 or 401 or JAPN 101 or 201 or 301 or 401 or SPAN 101 or 201 or 301 or 401 or @ @ with Attribute GCV</li> <li>Still Needed: 1 Class in ARAB 101 or 201 or CHSE 101 or 201 or FREN 101 or 201 or 301 or 401 or GCIT 208 or 210 or 211* or 212 or 214 or 215 or 225* or GER 101 or 201 or ITAL 101 or 201 or 301 or 401 or JAPN 101 or 201 or 301 or 401 or SPAN 101 or 201 or 301 or 401 or @ @ with Attribute GCIT</li> <li>Still Needed: 2 Classes in BIOL 101 or 103* or 110* or 111* or 112*</li> <li>Still Needed: 2 Classes in BIOL 101 or 103 or CHEM 101 or 103 or PHYS 101* or 201* or SCI 101 or 102 or 106 or 108 or 110 or 112</li> <li>Still Needed: 1 Class in ISEH 300</li> <li>Still Needed: 1 Class in PHIL 499</li> </ul>		
<b>Major in Psychology</b>	Fall 2020	63	0
<ul style="list-style-type: none"> <li>Minimum Major Credits (12) taken at TJU.</li> </ul>	<ul style="list-style-type: none"> <li>Still Needed: A minimum of 12 credits must be taken at TJU for your major.</li> </ul>		

Advisor listed here



GPA



Major



As you complete your courses, they will be marked as "IP" or In Progress, and then completed once your final grades are posted; your grades will appear here as well

## *Use the Course Catalog to look up course descriptions and learn course abbreviations*

- You can view the Course Catalog in BannerWeb
  - Search by term: Spring 2021, click “Submit”
  - Look up by subject, click “Get Courses”
- You can also click on the course name when searching courses

## *In the Honors program?*

- Refer to information provided to you by Ms. Bouchenafa, Assistant Director Honors Institute, [Karima.Bouchenafa@Jefferson.edu](mailto:Karima.Bouchenafa@Jefferson.edu)
- Look for classes with an “H” at the end of them if you are looking for an Honors course
  - ex: WRIT-201-12-H means Writing Seminar 2, section 12, Honors section



### BannerWeb Homepage

---

#### BannerWeb Login

Log in here to view your personal information. Access available for current and former Students, Faculty with course assignments, and Academic Advisors.

#### Apply for Admission

Enter a new application or return to complete an application.

#### Class Schedule

View the current schedule of classes.

#### Course Catalog

View course information, including course description.

#### Campus Key Lookup

Please use this link to find your campus key using your legacy Colleague ID

---



- *Did you come in with dual enrollment or AP credits?*

- Check with your advisor to make sure you don't register for a class in the Spring that you already have credit for
- View in Degreeworks what credit we currently have on file for you

- *Thinking about taking summer classes?*

- We have 3 different summer sessions available- not all classes are offered every summer, but you will be able to see the summer schedule during the Spring semester
- Looking to take classes at your local community college? Talk to your advisor. You need permission in advance to do so, and can take a max of 2.

# Creating your Schedule

- Start making your schedule now!
  - Worksheet: <https://www.freecollegeschedulemaker.com/>
    - Useful tool to create your schedule in a weekly form
    - Confirm you aren't overlapping any of your classes
- We recommend you create at least 2 schedules, so you have a back up plan if any of the classes you are hoping for get full
- Check the available seats as you get closer to your ticket time– if a class is already full, you must choose another section
  - You cannot get a seat in a section that is full, especially when other sections are available
  - If all sections are full and you need that course for your major, contact your advisor for assistance
- Write down all of the CRN numbers, so when your ticket time opens up, you can put them all in at the same time, rather than looking up the classes one by one

## OUR STAFF

### Megan Mills

DIRECTOR, ACADEMIC SUCCESS CENTER AND ASSISTANT PROVOST FOR STUDENT SUCCESS & UNDERGRADUATE RETENTION  
Megan.Mills@Jefferson.edu



### Gina May

ASSOCIATE DIRECTOR, ACADEMIC SUCCESS CENTER FOR ADVISING AND RETENTION  
Gina.May@Jefferson.edu



### Ellen Knapp

ASSISTANT DIRECTOR, MATH SERVICES  
Ellen.Knapp@Jefferson.edu



### Melissa Gohn

ASSISTANT DIRECTOR, LEARNING SERVICES  
Melissa.Gohn@Jefferson.edu



### Carol Quinn

OFFICE COORDINATOR  
Carol.Quinn@Jefferson.edu



### Deborah Kaminski

TRANSFER ADVISOR  
Deborah.Kaminski@Jefferson.edu



### Lauren-Elise Kadel

ASSISTANT DIRECTOR, WRITING SERVICES  
Lauren-Elise.Kadel@Jefferson.edu





## • TUTORING

- Haggar Hall, 1st floor
  - *Advance appointment needed through Starfish; zoom and in person available*
- Monday – Thursday, 9 a.m. – 8 p.m.
- Fridays, 9 a.m. – 5 p.m.
- Weekend Hours available for Professional Writing Tutoring
- 215-951-2799
- [TJU\\_EF Tutoring@Jefferson.edu](mailto:TJU_EF_Tutoring@Jefferson.edu)

## • FIRST YEAR ADVISING

- Haggar Hall, 2nd floor or Virtual
    - *Make an appointment with your assigned advisor through Starfish*
  - 215-951-2730
  - [TJU\\_EF Advising@Jefferson.edu](mailto:TJU_EF_Advising@Jefferson.edu)
- 
- EASTFALLS.JEFFERSON.EDU/  
LEARNING



**Jefferson**

Thomas Jefferson University