Undergraduate Studies

CALIFORNIA PROMISE PROGRAM

Advising and Academic Services. (909) 537-5034.

The California Promise Program, established by Senate Bill 412, required the California State University (CSU) system to offer pledge programs designed to facilitate first-time students in completing their baccalaureate degree in either two years (Transfer Students) or four years (First Time Freshman).

Students who commit to enter either the Four-Year or the Two-Year Graduation Pledge program will be given a priority registration appointment for each term and will be provided with routine and thorough academic advising.

The program is limited to students who are residents of California.

CSU, San Bernardino commits to this promise by establishing the Two-Year Graduation Pledge Program and the Four-Year Graduation Pledge Program. To support students in this endeavor, the university pledges to provide a quality educational experience with an academic schedule and degree requirements, which can be completed by students who are willing to devote their time and energy to full-time enrollment.

TWO-YEAR GRADUATION PLEDGE PROGRAM

Who is Eligible?

Entering transfer students who: [Apply by deadline established on Two-Year Graduation Pledge website (https://www.csusb.edu/advising-advising-academic-services/two-year-graduation-pledge/)]

- Transferred to CSUSB with an Associate Degree for Transfer (AA-T) or AS-T)
- Have a declared major (approved by academic college)

STUDENT'S OBLIGATION Once Accepted Into the Program:

Students are required to attend an information session where they will sign their Four-Year Graduation Pledge Contract.

- Students may not have more than one major declared, as having multiple majors and/or minors will increase the amount of units required and may result in not meeting the four-year graduation deadline.
- Students may not have more than one minor declared.
- Students may not have more than one concentration declared, including any concentration required for their major.
- Students must complete an average of at least 15 units per term (45 units per year) to reach the minimum of 180 units required for a Bachelor of Arts degree in four years. NOTE: Majors that require more than 180 units will need to earn more units per year.
- Students are required to submit an Education Plan within their first academic term to plan and track their degree coursework and requirements. Education Plans MUST be approved and signed by either a faculty advisor or professional staff advisor (cannot be a peer advisor) within the student’s major/department.
- Students must enroll each term at the assigned on-line registration time. Students enrolling late cannot be assured of getting courses needed.
- Maintain a 3.0 CSUSB grade point average after each term.
- Meet regularly with their department academic advisor, follow the agreed upon Education Plan each term.
- Impacted majors must be accepted into their major according to the department's established schedule.
- Take courses at times (day or evening) when they are offered and/or available and in correct sequence. Note: Students who change their major or concentration or who take a leave of absence may not necessarily be able to graduate in four years. Approval from the Four-Year Graduation Pledge Coordinator is required to change majors and for reinstatement into the Four-Year Graduation Pledge after a leave of absence. If approved, a new, advisor-approved, Education Plan demonstrating four-year graduation MUST be submitted to Advising & Academic Services.
- Demonstrate accountability by complying with all administrative and academic policies and procedures. Non-compliance will result in cancellation of the pledge agreement.
- Students MUST file their Graduation Check no later than the Fall term of their 4th year.

FOUR-YEAR GRADUATION PLEDGE PROGRAM

Who is Eligible?

Entering freshmen who: [Apply by deadline established on Four-Year Graduation Pledge website (https://www.csusb.edu/advising-advising-academic-services/four-year-graduation-pledge/)]

- Have declared a major (and concentration if applicable).
- Have met all entrance requirements for the major.

STUDENT'S OBLIGATION Once Accepted Into the Program:

Students are required to attend an information session where they will sign their Four-Year Graduation Pledge Contract.

- Students may not have more than one major declared, as having multiple majors and/or minors will increase the amount of units required and may result in not meeting the four-year graduation deadline.
- Students may not have more than one minor declared.
- Students may not have more than one concentration declared, including any concentration required for their major.
- Students must complete an average of at least 15 units per term (45 units per year) to reach the minimum of 180 units required for a
Bachelor of Arts degree in four years. NOTE: Majors that require more than 180 units will need to earn more units per year.

- Students are required to submit an Education Plan within their first academic term to plan and track their degree coursework and requirements. Education Plans MUST be approved and signed by either a faculty advisor or professional staff advisor (cannot be a peer advisor) within the student’s major/department.
- Students must enroll each term at the assigned on-line registration time. Students enrolling late cannot be assured of getting courses needed.
- Maintain a 3.0 CSUSB grade point average after each term.
- Meet regularly with their department academic advisor, follow the agreed upon Education Plan each term.
- Impacted majors must be accepted into their major according to the department's established schedule.
- Take courses at times (day or evening) when they are offered and/or available and in correct sequence. Note: Students who change their major or concentration or who take a leave of absence may not necessarily be able to graduate in four years. Approval from the Four-Year Graduation Pledge Coordinator is required to change majors and for reinstatement into the Four-Year Graduation Pledge after a leave of absence. If approved, a new, advisor-approved, Education Plan demonstrating four-year graduation MUST be submitted to Advising & Academic Services.
- Demonstrate accountability by complying with all administrative and academic policies and procedures. Non-compliance will result in cancellation of the pledge agreement.
- Students MUST file their Graduation Check no later than the Fall term of their 4th and final academic year.

**What is the University’s Pledge?**

- California State University, San Bernardino pledges to provide sufficient classes for the Four-Year Graduation Pledge Program students in order for them to graduate in four years. All Four-Year Graduation Pledge Program students will receive a higher priority registration date based on their academic standing monitored by Advising & Academic Services, Undergraduate Studies. (909) 537-5034. Email: Gradpledge@csusb.edu.
- Participants who continue to meet eligibility (see above) must utilize their designated priority registration date and time to ensure timely advancement toward graduation.

### Advising and Academic Services

University Hall, Room 380
(909) 537-5034 or (909) 537-5035 Advising and Academic Services website [http://bulletin.csusb.edu/undergraduate-degree-programs/undergraduate-studies/](https://www.csusb.edu/advising/)
askcsusb@csusb.edu (for advising questions)

Advising and Academic Services provides guidance to undergraduate students at CSUSB throughout their academic journey by assisting them in making informed decisions that support their academic, personal and career goals.

Services include:

- Academic Probation and Subject to Dismissal Counseling
- Undeclared and General Education Advising
- Excessive Unit (Senior) Advising
- Coordination of SOAR Advising and Registration at orientation
- Student Success Peer Advisors (SSPA)
- Two-Year Graduation Pledge Program
- Four-Year Graduation Pledge Program

### Coyote PLUS Programs (CPP)

(909) 537-4499, Email: PLUS@csusb.edu, Coyote PLUS Programs website [https://www.csusb.edu/coyote-plus/](https://www.csusb.edu/coyote-plus/)

Coyote PLUS Programs are Peer Led Undergraduate Success programs. Our programs include, Student Mentoring (SMP), Second Chapter Student Mentoring (SCSMP), Supplemental Instruction (SI), and Tutoring. Peer leaders work collaboratively with students by discussing study tips, subject specific content, resources, and much more. CPP is committed to fostering student success and educational equity, creating collaborative peer-to-peer communities, and providing resources and spaces for impactful learning. Participating in CPP creates opportunities for students to learn from peers who share similar experiences. Students who serve as peer leaders gain professional development opportunities that enrich the overall college experience while also providing transferable skills sought out in the workplace.

### Student Mentoring Program - First Time Freshman and Incoming Transfer Students

Pfau Library, Room 202
(909) 537-4499 Student Mentoring Program website [https://www.csusb.edu/coyote-plus/](https://www.csusb.edu/coyote-plus/)

Is this your first year at CSUSB? If so, you are not alone, The Student Mentoring Program (SMP) is here to support your transition to CSUSB! SMP, located on the second floor of the Pfau library, pairs first-year students with experienced CSUSB Student Mentors and connects them with resources and support services that are integral to college success. Through one-on-one and group interactions, Student Mentors build relationships with Protégés and serve as a source of campus knowledge, role models, and advocates for student success who provide access to people and resources. We believe that self-care is a key component to academic success and our programming reflects a balanced combination of activities centered around time management and goal setting paired with social interaction and relaxation. To learn more and get connected, contact our Student Mentors in-person, by phone, or visit our website.

### Student Mentoring Program - Sophomores and Second Year Students

University Hall, Room 362
(909) 537-4499 Student Mentoring Program Website [https://www.csusb.edu/coyote-plus/](https://www.csusb.edu/coyote-plus/)

Now that you have completed your first year at CSUSB and successfully transitioned to university life and college level coursework, it’s time to start thinking about next steps. The Student Mentoring Program for Sophomores and second year students builds off the first year SMP program by connecting students with resources and support services that facilitate ongoing college success and career planning. Mentors work with Mentees to explore majors, clubs/organizations, and career options. Sophomore year is the time to plan junior year experiences such as internship opportunities, study abroad, leadership experiences, and more.
We collaborate with advisors, academic departments and faculty, career center counselors, and student centers to connect you to resources that promote and foster professional development and career readiness. For more information, call us or visit our website.

**Supplemental Instruction**

University Hall, Room 362  
(909) 537-4499  
Supplemental Instruction website (https://www.csusb.edu/coyote-plus/)

Do you want to strengthen your understanding of material presented in course lectures and texts, develop both general and content specific learning strategies and study skills, and/or have the opportunity to review for exams and develop effective test taking strategies? If your response is yes to any of these, then Supplemental Instruction (SI) is the academic success resource for you! SI is a research-based, locally proven method for helping students succeed in challenging courses by providing peer led, subject-matter discussion, support, and guidance for the strengthening of critical college skills. SI sessions meet twice a week for 50 minutes each (usually just after the content course lecture). SI is open to all students enrolled in the corresponding content course. Each SI session is limited to 20 students to maintain a small group learning environment. For more information about SI call (909) 537-4499 or email SI@csusb.edu

**Tutoring**

University Hall, Room 351  
(909) 537-4499, Tutoring website (https://www.csusb.edu/coyote-plus/)

Tutoring provides a variety of free academic success programs for CSUSB students. These include tutoring for many undergraduate courses, use of computers with pay printing, and general study aids.

Drop in tutoring for selected subjects is available Monday through Friday. Please visit our website and Tutoring Schedule (http://undergradstudies.csusb.edu/tnt/Subjects.html) for updated hours of operation.

**List of Subjects**

- Accounting  
- Biology  
- Chemistry  
- Computer Science  
- Economics  
- English  
- Finance  
- Mathematics  
- Physics  
- Statistics  
- Study Skills Help

*Subject offerings may vary by term*

Note that assistance in writing is provided by the Writing Centers, a separate office.

**SAIL Program**

University Hall, Room 386  
(909) 537-5921  
SAIL Program website (http://undergradstudies.csusb.edu/sail/)  
sail@csusb.edu

The Student Assistance in Learning (SAIL) program is the university’s TRIO Student Support Services (http://www2.ed.gov/programs/triostudsupp/) project, which is 100% funded by a grant from the U.S. Department of Education. The goal of SAIL is to increase the retention and graduation rates of undergraduate students who are low-income, first- generation (parents have not earned a bachelor's degree) or who have a disability. Priority is granted to eligible students who have a demonstrated academic need. *(Please contact the SAIL office for more information about eligibility.)*

SAIL offers a variety of supportive services to ensure students' academic and personal success at CSUSB. These include:

- Educational planning  
- Financial aid counseling  
- Personal finance education and planning support  
- Career counseling  
- Personal counseling  
- Assistance with graduate school planning and preparation  
- Academic coaching  
- 2-unit adjunct support classes to enhance success in selected high-risk general education and major courses  
- 2-unit graduate school planning course  
- Workshops addressing student success strategies, student resources and personal growth  
- Study Marathons to help students prepare for final exams  
- Community service and leadership development opportunities  
- SAIL’s First-Gen Community

The enrollment period for the SAIL program is July 1st through September 30th. After that time period, students are admitted on a space-available basis or through a letter of referral from a campus staff, faculty member, or administrator.

**CSUSB Writing Centers**

**Main Writing Center**

College of Education, Room 310  
(909) 537-5232  
Writing Center website (http://www.ugs.csusb.edu/wc/)

Writing consultants work with students who are composing specific writing projects as well as with faculty members who are incorporating writing as a mode of learning in their courses. Consultants offer individual conferences to students in all disciplines at all stages of their composing processes; conferences focus on interpreting assignments, discovering topics, expanding ideas, clarifying organizational strategies, incorporating counter-arguments, and citing references, as well as on editing and proofreading. Consultants also facilitate English conversation groups for multilingual and ESL students, helping them to negotiate the linguistic and cultural differences in oral and written composition.

The Writing Center Director and staff members are always available to consult with faculty members who are designing writing components for their courses, conduct in-class writing workshops in courses in all disciplines, and read and respond to manuscripts in preparation.
Graduate Writing Center
College of Education, Room 311
(909) 537-3127 Writing Center website (http://www-ugs.csusb.edu/wc/)

The consultants in the CSUSB Graduate Writing Center, themselves students in various CSUSB graduate programs, work to serve CSUSB graduate students by offering assistance in learning how to construct writing projects such as thesis proposals, theses, or graduate projects; they work with writers to preserve the integrity of the writers’ ideas and plans while simultaneously challenging students to interrogate and contextualize both their own ideas and the documentation supporting them. The CSUSB Graduate Writing Center serves graduate students, staff, and faculty from all disciplines at all stages of the composing process, helping writers develop confidence by offering a variety of strategies for interpreting assignments, discovering topics, expanding ideas, clarifying organization, incorporating counter-arguments, citing references, editing, and proofreading.

English Language Support Center (ELSC)
College of Education, Room 311
(909) 537-3127 ELSC website (https://www.csusb.edu/english-language-support-center/)

Students, staff, and faculty members can meet individually with a language support tutor for assistance with academic writing conventions, grammar and style, oral presentation conventions, pronunciations, professional communication, spoken language such as recorded lectures, videos, podcasts, etc., idiomatic expressions and common phrases.

For in-class workshops or individual sessions with faculty or staff, consultants can come to you by appointment.