

**California State University, Northridge**  
**University 301 – Transfer Success Seminar (1.0 unit)**  
*(last update: 2/15/24)*

### **Required Course Resources**

Academic planner (either paper or electronic planners are acceptable)

- Readings, videos, assignments, and other resources will be posted on the class Canvas site [Log on to Canvas](#) from your portal or the CSUN homepage
- You can also access Canvas through the “Canvas Student” app on your devices

### **Catalog Course Description**

UNIV 301 Transfer Success Seminar (1)

Available to First-Time Transfers only. In this course, new transfer students are guided through their transition to CSUN and preparation for graduation and post-graduation. Students are introduced to university life, academic requirements and expectations, the structures and policies of the University, and support resources and services. Students will learn about their academic and professional strengths and interests and the extracurricular opportunities related to their field and/or major. Other topics include effective use of professional skills and career tools. The course assignments contribute to a comprehensive action plan for timely degree completion and successful post-graduation preparation. The class includes frequent writing assignments, reflection, and learner-centered activities and discussions.

### **Student Learning Outcomes for University 396A**

Upon successful completion of U301, you will:

1. Be able to identify and navigate CSUN structures, policies, resources, academic requirements, expectations, financial aid/scholarships, and extra-curricular opportunities in order to act as an agent in your own academic success.
2. Be able to describe your academic and professional strengths, weaknesses, and interests and use them to develop better study strategies and short and long-term goals.
3. Be able to describe the research, internship, volunteer/community service, work experience, leadership/mentoring, and networking opportunities related to your field and/or major and their importance to your personal and career success.
4. Be able to demonstrate effective use of career readiness competencies, including self-development and professionalism.
5. Be able to create effective career tools, including a resume or curriculum vitae and Linked In profile.
6. Have constructed a comprehensive action plan for completing your degree and preparing for post-graduation.
7. Have gained a sense of belonging at CSUN.

## Grading Scale

<b>Grading Scale</b> (subject to change)	
Grade	%
A	93-100
A-	90-92.9
B+	87-89.9
B	83-86.9
B-	80-82.9
C+	77-79.9
C	73-76.9
C-	70-72.9
D+	67-69.9
D	63-66.9
D-	60-62.9
F	<60

## Course Requirements/Grading Criteria

Assignments	% Grade	Points
Academic Planner assignment	≈ 5%	30
Assignments Associated with Class Visits		
▪ Career Center Pre-Visit assignment	≈ 3%	15
▪ Pre-Library Visit tutorial & quiz	≈ 5%	30
Attend a Campus Event	≈ 5%	30
CliftonStrengths Assessment	≈ 5%	30
Comprehensive Action Plan		
▪ Begin Networking	≈ 5%	30
▪ Create Education Plan	≈ 7%	40
▪ Create Post-Graduation Preparation Plan	≈ 7%	40
▪ Create SMART Goals	≈ 7%	40
▪ Interview Potential Mentor	≈ 5%	30
Create Career Tools		
▪ Create Linked In Profile	≈ 4%	25
▪ Create Resume or CV	≈ 8%	50
Identify Extracurricular Activities	≈ 5%	30
Participation (12 points/week X 15 weeks = 180)	≈ 30%	180
<b>Total Points Possible</b>		<b>600</b>

### Participation

Because this class is neither text- nor lecture-based, your attendance is necessary, and you earn points for each class you attend; if you are not here, you miss out on those points. The discussions we will have in class are an integral part of the learning process. The things you think and say about your prior college experience and your transition to CSUN are important, and sharing your ideas with classmates allows others to benefit from your thoughts and experiences, and also allows us to get to know one another.

## Course Calendar

All resources and assignments (files and/or links) are on posted Canvas.

Week	In Class Today	Resources on Canvas – feel free to read/watch in advance, but it's not required	Due Today
<b>WEEK 1 Welcome to CSUN!</b>			
	<ul style="list-style-type: none"> <li>▪ Welcome activity</li> <li>▪ Discussion: course syllabus</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ *Attend a Campus Event</li> <li>○ Academic Planner assignment</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Course Syllabus</li> </ul>	N/A
<b>WEEK 2 Community College vs. CSUN / Barriers for Transfer Students</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Comprehensive Action Plan (CAP) overview</li> <li>○ Create SMART goals</li> <li>○ Create Education Plan</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Common Challenges &amp; Barriers Faced by Transfer Students (handout)</li> <li>▪ Common Financial Issues for Transfer Students &amp; Useful Resources (handout)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Academic Planner assignment (monthly calendars &amp; reflection only)</li> </ul>
<b>WEEK 3 CSUN Structure, Policies, Academic Requirements, &amp; Expectations</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Identify Extracurricular Opportunities</li> </ul> </li> </ul>	<p>Website Resources</p> <ul style="list-style-type: none"> <li>▪ The California State University</li> <li>▪ CSUN Website               <ul style="list-style-type: none"> <li>○ The Colleges</li> <li>○ Leadership</li> <li>○ Road Map to the Future</li> </ul> </li> <li>▪ CSUN: University Catalog               <ul style="list-style-type: none"> <li>○ Academic Dishonesty Policy</li> <li>○ CSU Definition of a Credit Hour</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Create SMART Goals</li> <li>▪ Academic Planner assignment (September weekly calendar only)</li> </ul>
<b>WEEK 4 Self-Agency, Campus Resources, &amp; Services</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Create Post-Graduation Preparation Plan</li> </ul> </li> </ul>	<p>CSUN Websites:</p> <ul style="list-style-type: none"> <li>▪ Klotz Student Health Center</li> <li>▪ Learning Resource Center (LRC)</li> <li>▪ University Counseling Services (UCS)</li> </ul>	

<b>WEEK 5 NACE Career Readiness Competencies</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>▪ Create Resume/CV</li> <li>▪ Interview Potential Mentor</li> <li>▪ Career Center Pre-Visit assignment</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Key Attributes Employers Want to See on Students' Resumes (NACE article)</li> <li>▪ NACE Career Readiness Competencies (detailed handout)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Academic Planner assignment (October weekly calendar only)</li> </ul>
<b>WEEK 6 Career Center Visit / Networking</b>			
	<ul style="list-style-type: none"> <li>▪ Career Center staff visit to our classroom</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Create Linked In Profile</li> <li>○ Begin Networking</li> </ul> </li> </ul>	N/A	<ul style="list-style-type: none"> <li>▪ Career Center Pre-Visit assignment</li> </ul>
<b>WEEK 7 Campus Life &amp; Sense of Belonging / Extracurricular Opportunities</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> </ul>	<ul style="list-style-type: none"> <li>▪ Five Reasons for Getting Involved in College – And How to Go About It (article)</li> </ul> CSUN Websites: <ul style="list-style-type: none"> <li>▪ Matasync: Clubs &amp; Organizations</li> </ul>	
<b>WEEK 8 Mentors &amp; Networking</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Pre-Library Visit tutorial &amp; quiz</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ 10 Ways to Have a Better Conversation (video)</li> <li>▪ How to Talk to a Professor: Explained by a Professor (article)</li> </ul>	
<b>WEEK 9 Education Plan &amp; Graduation Preparation</b>			
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> <li>▪ Answer questions about:               <ul style="list-style-type: none"> <li>○ Today you will be provided with an <i>assessment code</i> to take the CliftonStrengths Finder and a <i>Strengths-Based Learning packet</i></li> <li>○ Clifton Strengths Assessment</li> </ul> </li> </ul>	CSUN Websites re: graduation <ul style="list-style-type: none"> <li>▪ Career Link</li> <li>▪ CSUN website</li> <li>▪ University Catalog</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bring a printed copy of your DPR</li> <li>▪ Academic Planner assignment (November &amp; December weekly calendars only)</li> </ul>

<b>WEEK 10</b>	<b>University Library Visit</b>		
	<b>Today we will meet in the CSUN University Library, Lab B. Please see Canvas for a map to help you locate Lab B.</b>	N/A	<ul style="list-style-type: none"> <li>▪ Pre-Library Visit tutorial &amp; quiz</li> <li>▪ Identify Extracurricular Opportunities</li> </ul>
<b>WEEK 11</b>	<b>Learn How to Learn</b>		
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> </ul>	<ul style="list-style-type: none"> <li>▪ Focused Study Sessions: How to Study Efficiently (video)</li> <li>▪ The Study Cycle: Study Better in College (video)</li> <li>▪ Test Anxiety: What is it and What Can You Do About It? (article)</li> <li>▪ The Study Cycle - simple summary (handout)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Create Resume/CV (first draft)</li> <li>▪ Interview Potential Mentor</li> </ul>
<b>WEEK 12</b>	<b>Time Management</b>		
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> </ul>	<ul style="list-style-type: none"> <li>▪ The Jar of Life: Put Important Things First! (video)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Begin Networking</li> </ul>
<b>WEEK 13</b>	<b>Academic &amp; Professional Strengths, Weaknesses, &amp; Interests</b>		
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> </ul>	<ul style="list-style-type: none"> <li>▪ Strengths-Based Learning Packet</li> </ul>	<ul style="list-style-type: none"> <li>▪ CliftonStrengths Assessment</li> <li>▪ Create Education Plan</li> </ul>
<b>WEEK 14</b>	<b>CSUN Faculty &amp; Research</b>		
	<ul style="list-style-type: none"> <li>▪ Class visit from various CSUN faculty</li> </ul>		<ul style="list-style-type: none"> <li>▪ Create Post-Graduation Preparation Plan</li> </ul>
<b>WEEK 15</b>	<b>Wrap-Up</b>		
	<ul style="list-style-type: none"> <li>▪ Discussion/Activity</li> </ul>	N/A	<ul style="list-style-type: none"> <li>▪ Attend a Campus Event*</li> </ul>

FINAL			
TBD	<b>There is no final exam and we will not meet. This is just a final due date for some of your assignments.</b>		<ul style="list-style-type: none"><li>▪ Create Resume/CV (final version)</li><li>▪ Create LinkedIn Profile</li></ul>