

California State University, Northridge
University 396A – Transfer Success Seminar (1.0 unit)

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 396A. 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 final course project is 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 U396A, 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 critical thinking, oral/written communications, and time management.
5. Be able to create effective career tools, including a resume, portfolio, and cover letter.
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

Grading Scale (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	≈ 5.5%	30
Career Center Pre-Visit assignment	≈ 3%	15
Clifton Strengths Finder Assessment	≈ 5.5%	30
Comprehensive Action Plan (CAP)		
▪ Create SMART Goals	≈ 7.5%	40
▪ Create Education Plan	≈ 7.5%	40
▪ Identify Extracurricular Opportunities	≈ 5.5%	30
▪ Create Post-Graduation Preparation Plan	≈ 7.58%	40
▪ Create Career Tools		
○ Resume or CV	≈ 9%	50
○ Linked In Profile	≈ 5%	25
▪ Interview Potential Mentor	≈ 7.5%	40
▪ Begin Networking	≈ 5.5%	30
CAP total point value	≈ 55.5%	295
Attend at Campus Event	≈ 5.5%	30
Participation	≈ 19%	100
Pre-Library Visit tutorial & quiz	≈ 5.5%	30
Total Points Possible		530

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 in advance, but not required	Due Today
WEEK 1	Welcome to CSUN!		
	<ul style="list-style-type: none"> ▪ Things in Common activity ▪ Discussion: course syllabus and video ▪ Answer questions about: <ul style="list-style-type: none"> ○ Academic Planner assignment (due week 2) 	<ul style="list-style-type: none"> ▪ Course Syllabus ▪ Time Management: How to Use an Academic Planner (video: 5:29) 	N/A
WEEK 2	Community College vs. CSUN / Barriers for Transfer Students		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ○ Comprehensive Action Plan (CAP) overview (multiple due dates) ○ CAP: Create SMART goals (due week 3) ○ CAP: Create Education Plan (due week 13) 	<ul style="list-style-type: none"> ▪ You're Not a Fake, You Just Have Imposter Syndrome 	<ul style="list-style-type: none"> ▪ Academic Planner assignment
WEEK 3	CSUN Structure, Policies, Academic Requirements, & Expectations		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ○ CAP: Identify Extracurricular Opportunities (due week 10) ○ *Attend Campus Event (due week 15 or sooner) 	Websites: <ul style="list-style-type: none"> ▪ CSU Definition of a Credit Hour ▪ CSUN: University Catalog <ul style="list-style-type: none"> ○ Academic Dishonesty Policy 	<ul style="list-style-type: none"> ▪ CAP: Create SMART Goals
WEEK 4	Self-Agency, Campus Resources, & Services		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ○ CAP: Create Post-Graduation Preparation Plan (due week 14) ○ Career Center Pre-Visit assignment (due week 6) 	Websites: <ul style="list-style-type: none"> ▪ CSUN: Learning Resource Center (LRC) ▪ CSUN: University Counseling Services (UCS) ▪ CSUN: Klotz Student Health Center 	

Week	In Class Today	Resources on Canvas – feel free to read in advance, but not required	Due Today
WEEK 5	NACE Career Readiness Competencies		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ▪ CAP: Create Resume/CV (draft due week 11 & final version due at final exam day/time) ▪ CAP: Interview Potential Mentor (due week 11) 	<ul style="list-style-type: none"> ▪ NACE Career Readiness Competencies ▪ Key Attributes Employers Want to See on Students' Resumes 	
WEEK 6	Career Center Visit / Networking		
	<ul style="list-style-type: none"> ▪ Career Center staff visit to our classroom ▪ Answer questions about: <ul style="list-style-type: none"> ○ CAP: Create Linked In Profile (due at final exam day/time) ○ CAP: Begin Networking (due week 12) 	N/A	<ul style="list-style-type: none"> ▪ Career Center Pre-Visit assignment
WEEK 7	Campus Life & Sense of Belonging / Extracurricular Opportunities		
	<ul style="list-style-type: none"> ▪ Discussion/Activity 	<ul style="list-style-type: none"> ▪ Five Reasons for Getting Involved in College – And How to Go About It <p>Websites:</p> <ul style="list-style-type: none"> ▪ Browse CSUN Clubs & Organizations ▪ Browse major-specific opportunities 	
WEEK 8	Mentors & Networking		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ○ Pre-Library Visit tutorial & quiz (due week 10) 	<ul style="list-style-type: none"> ▪ 10 Ways to Have a Better Conversation (video: 11:44) ▪ How to Talk to a Professor: Explained by a Professor 	
WEEK 9	Post-Graduation Preparation		
	<ul style="list-style-type: none"> ▪ Discussion/Activity ▪ Answer questions about: <ul style="list-style-type: none"> ○ Clifton Strengths Finder Assessment (due week 13) 	<p>Websites:</p> <ul style="list-style-type: none"> ▪ CSUN: Graduation information 	<ul style="list-style-type: none"> ▪ Bring a printed copy of your DPR

Week	In Class Today	Resources on Canvas – feel free to read in advance, but not required	Due Today
WEEK 10	University Library Visit		
	Today we will meet in the CSUN University Library and have a guest speaker.	N/A	<ul style="list-style-type: none"> Pre-Library Visit tutorial & quiz CAP: Identify Extracurricular Opportunities
WEEK 11	Learn How to Learn		
	<ul style="list-style-type: none"> Discussion/Activity 	<ul style="list-style-type: none"> Study Smarter: Dr. Sandra Yancy McGuire on the Study Cycle (video: 6:33) The Study Cycle Test Anxiety: What is it and What Can You Do About It? 	<ul style="list-style-type: none"> CAP: Resume/CV (first draft) CAP: Interview Potential Mentor
WEEK 12	Time Management		
	<ul style="list-style-type: none"> Discussion/Activity 	<ul style="list-style-type: none"> The Jar of Life: Put Important Things First! (video: 1:30) 	<ul style="list-style-type: none"> CAP: Begin Networking
WEEK 13	Academic & Professional Strengths, Weaknesses, & Interests		
	<ul style="list-style-type: none"> Discussion/Activity 	N/A	<ul style="list-style-type: none"> Clifton Strengths Finder Assessment (submit electronically but also bring a printed copy to class) CAP: Create Education Plan
WEEK 14	Money Management / Financial Aid		
	<ul style="list-style-type: none"> Discussion/Activity 	<p>Websites:</p> <ul style="list-style-type: none"> CSUN: Financial Aid & Scholarship Department <p>Optional Resource:</p> <ul style="list-style-type: none"> Common Financial Issues for Transfer Students & Useful Resources 	<ul style="list-style-type: none"> CAP: Create Post-Graduation Preparation Plan
WEEK 15	Wrap-Up		
	<ul style="list-style-type: none"> Discussion/Activity 	N/A	<ul style="list-style-type: none"> Attend Campus Event*

Week	In Class Today	Resources on Canvas – feel free to read in advance, but not required	Due Today
FINAL			
TBD	There is no final exam and we will not meet. This is just a final due date for some of your assignments.		<ul style="list-style-type: none">▪ CAP: Resume/CV (final version)▪ CAP: LinkedIn Profile