

COUN 201: MY PLAN, MY CLASSES, MY DEGREE

Citrus College Course Outline of Record

Heading	Value
Effective Term:	Fall 2025
Credits:	3
Total Contact Hours:	54
Lecture Hours :	54
Lab Hours:	0
Hours Arranged:	0
Outside of Class Hours:	108
Total Student Learning Hours:	162
Strongly Recommended:	ENGL C1000.
Transferable to CSU:	Yes
Transferable to UC:	No
Grading Method:	Standard Letter, Pass/No Pass

Catalog Course Description

This course is designed to introduce students to a successful college and transfer experience. Students will develop a comprehensive Student Educational Plan (SEP) based on individual educational goals and discuss strategies for selecting a major. DegreeWorks will be utilized to create the comprehensive plan. Students will learn about DegreeWorks, an online web-based degree-auditing and tracking tool that enables students to evaluate their academic progress towards completion of the CSUGE, IGETC, Associates Degree's, Certificates, or Skills Award. 54 lecture hours.

Course Objectives

- Interpret assessment scores and identify the student's appropriate placement in English and mathematics
- Identify the services available through Financial Aid, Veteran's Benefits, the Extended Opportunities Programs and Services and CARE
- Identify the services available at the Counseling Department and The Admission and Records Office.
- Utilize and understand Degree Works.
- Explain the procedure for challenging prerequisites and corequisites
- Interpret the Schedule of classes and the Academic Calendar
- Demonstrate an understanding of the grading system and the credit/no credit option
- Demonstrate an understanding of the Advancement Placement Credit and the Credit by Examination policies
- Explain the policy and procedure related to Academic and Progress Probation and Dismissal
- Evaluate their knowledge of the higher education system. (The relationship between the community college and the four year university.)
- Design an comprehensive Educational Plan.
- Identify the academic requirements for the Certificate of Achievement, the Associate degree or transfer to the two or four year institution of the student's choice

Major Course Content

1. College Planning
 - a. Terms and definition (bachelors, associates, certificates)
 - b. Defining success (e.g. the CSFI's categories of wellness, stress management, family involvement, etc.)
 - c. Other factors to consider (catalog rights, student rights, probation, dismissal)
 - d. Nuts and bolts (parking, textbook purchases)
 - e. Campus resources
2. Major/Career choices
 - a. Introduction to career exploration
 - b. Difference between choosing a major and choosing a career
 - c. Researching careers (Intro to Career Center & other resources)
 - d. Goal Setting and Decision Making
3. Higher education options in California
 - a. Community college
 - b. California State University
 - c. University of California
 - d. Private
 - e. Cost of higher education; available resources (financial aid, Scholarships)
4. Citrus College (academic options)
 - a. Certificates
 - b. Associate degrees (general education, majors, and requirements)
 - i. Associate only
 - ii. Associate and transfer (AD-T's)
 - c. Transferring
 - i. www.assist.org
 - ii. Researching university options
 - iii. GE Certification and major preparation completion
5. Educational Planning – Degree Works
 - a. What is Degree Works?
 - b. What are the benefits to DegreeWorks?
 - c. How Do I read my Degree Audit?
 - d. DegreeWorks and the major
 - e. Changing Educational Goals: Skill Awards, Certificates, Degree's, Transfer
 - f. Using the "What If" feature
 - g. Course Substitutions
 - h. Printing the Degree Audit
 - i. Transcript vs. the Degree Audit
 - j. The evaluation of coursework
 - k. Transfer coursework, degree audit and course planning
 - l. The counselor's role: Course Planning, Program Completion, Transfer
 - m. Common Misconceptions
6. Blocks within DegreeWorks
 - a. Degree/Major Block
 - b. Course of Study Change Form
 - c. Elective Block
 - d. Progress Block
 - e. Other Block
7. Functions

- a. What is a Worksheet?
 - b. What is the "What If" function used for and how does it work?
 - c. Error messages
 - d. Major drop down menu.
 - e. Notes
 - f. GPA calculator Tab
 - g. Term Calculator
 - h. Advice Calculator
8. Buttons
- a. View Button
 - b. Save and Print Audits
 - c. Name Field
9. Symbols
- a. What does the "*" next to a course number mean?
 - b. What does the "@" mean?
 - c. What does the "≈" mean? (<http://www.hancockcollege.edu/degreeworks/dwFAQ.php#thedoubletilde>)

Suggested Reading Other Than Required Textbook

Handouts provided by instructor.

Examples of Required Writing Assignments

Research two universities that you would like to transfer to. Write a 3 - 5 page essay and create an oral presentation that covers the pros and cons of each university. Be sure to include the location, minimum admission criteria, competitive GPA requirements, major requirements, total university size, and other topics that are unique to those campuses. If you have a chance to visit the campus, include personal impressions and photos in your presentation.

Examples of Outside Assignments

1. Research Educational goals. 2. Research majors and transfer institutions if applicable. What are the transfer requirements? 3. Research Transfer Institutions. What are the admissions requirements. 4. Make an appointment with a counselor.

Assigned readings from handouts distributed in class. Writing: Education Plan, Worksheets, Response Papers

Instruction Type(s)

Lecture, Online Education Lecture