Academic Success 101

A guide to making the most of a new student’s experience at Western Connecticut State University.
Our Mission

The mission of the Academic Advisement Center (AAC) is to assist all students through their academic, personal and social experience at WCSU.

The primary purpose of the AAC is to support all Exploratory/Undecided students through the pursuit and selection of an academic major. Students will explore a diverse range of subject areas and establish connections to the plethora of campus resources to facilitate this process. Ultimately, this experience will lead to a timely declaration of a major and enhancement of self-assessment methodologies, strong critical-thinking aptitudes, and effective self-advocacy skills.

Math Clinic
Higgins 105A

The Math Clinic provides academic support for students taking 100 and 200 level math courses on a first come, first served, walk-in basis. You can find their schedule at: wcsu.edu/mat/clinic

Writing Center
Haas Library 302

The Writing Center offers free, one-on-one support with all aspects of writing skills, projects, and levels of writing. Walk-ins are welcome, appointments are encouraged. You can find their schedule at: wcsu.edu/writingcenter

Ancell Learning Commons
Young Library, WS

The Ancell Learning Commons provides free tutoring for all courses taught in the Ancell School of Business, including some general courses. Appointments and walk-ins are welcome. The ALC also offers workshops and online resources. Find their schedule and information at: wcsu.edu/alc

Tutoring Resource Center
Haas Library, 2nd Floor

The Tutoring Resource Center offers tutoring in all subjects offered at WCSU. The TRC provides tutoring and workshops to help support you and reinforce complex concepts and coursework. Tutors are selected for students as requested, please make an appointment as soon as you find yourself struggling with any course. You can make an appointment online and see their workshop schedule by going to wcsu.edu/TRC

College survival
7 Steps to Success!

Have you ever wished there was a recipe for how to be successful in college? The truth is, there is – it’s just different for each individual student.

1. Attend your first day of class. If not, you’ll miss important information.
2. Establish a routine for study time. This way you won’t have to “find time.”
3. Study as you go. Cramming doesn’t work in college!
4. Give yourself a break. College should be fun, too!
6. Utilize your resources. Academic advisories, career counselors, and tutoring services are ready to help you.
7. Get connected. WOW emails have the 4-1-1 to find what’s fun!
Registering Online

How to Register On-Line

1. Log on to Banner/My Info conduit.wcsu.edu
2. Click on Banner/My Info
3. Enter your WCSU username & password
   • You can set up and reset your username & password at any staffed computer lab
4. Click on My Registration Status, then select the term for the upcoming semester
   • View your registration priority date, adviser, class status, and if you have any holds or academic standing issues which may prevent registration

5. Enter your 6-digit registration PIN

Adding Courses

Using a CRN:
1. Enter 5-digit CRN into the boxes at the bottom of the screen
2. Click Submit Changes

Using the class search option or Open/Close:
1. Click Class Search
2. Click Advanced Search
3. Select Subject
4. Click Section Search
5. Click on the check box next the course, then click Register

Tips & Additional Options

Under Advanced Search:
Select your subject
• Hint: Select multiple subjects by holding down the Ctrl key as you click each subject
• Hint: Select all subjects by clicking on the first subject, scroll to the bottom of the list, hold down the Shift key, and click the last subject
Click on Open to view only open courses
Click on Campus for location-specific search (Midtown, Westside, etc)
Click on Session for delivery-specific search (Hybrid or On-line)
Select Times or Days for searching within time limitations

Important Information & Tools

• Set up your WestConnect email account and check it regularly. You can do this at any staffed computer lab.
• Determine if you need to take the Math or Writing Placement tests, then take the test as soon as possible.
• Priority Registration Date is the first day you’re allowed to register, priority is determined by credits earned and cumulative GPA. Remember registering on-time will give you the best chance of securing courses you want and need!
• Check your unofficial transcript often, but especially after midterms and finals to keep track of your grades, progress, and academic standing.
• Talk to your adviser about prerequisites, program and graduation requirements, interests, and career goals.
• Declare your major when you’re ready, but don’t wait too long. The AAC recommends students declare their major within their first 60 credits.

Prepare for advisement

Each semester students meet with their assigned adviser, to review performance and receive information about coursework necessary to complete general education and major requirements. Ideally, this meeting takes place prior to your priority registration date. You can find your assigned adviser and priority registration date in your WestCornduit account.

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   • View your registration priority date, adviser, class status, and if you have any holds or academic standing issues which may prevent registration

Contact your adviser at least two weeks prior to your assigned registration date to set up an appointment for advisement and receive your registration PIN.
The Academic Advisement Center provides advisement and academic coaching to all Exploratory/Undecided students at WCSU. The AAC will also provide support to any student seeking additional information about WCSU’s programs, policies, academics, and extracurricular activities. Each academic adviser is trained on all programs to effectively advise any student regardless of their current major or program. We look forward to working with you!

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Selecting a Major

WCSU has many comprehensive programs of study, including the Exploratory Studies option, which allows students the ability to explore coursework and majors before formally committing to a major. The Academic Advisement Center will assist you through exploration by helping you narrow your choices through a variety of techniques and assessment tools to find the major that is right for you!

Accounting Financial, Managerial
American Studies
Anthropology/Sociology
Art Graphic Design, Illustration, Photography, Studio Art
Biology Bioscience, Ecological, Professional Option
Business Administration/Undeclared
Chemistry
Chemistry/Biochemistry
Communication Communications Studies
Computer Science
Contract Major
Cybersecurity
Digital & Interactive Media
Earth & Planetary Sciences
Economics
Education (Elementary 1–6) Interdisciplinary
Education (Secondary 7–12)
Biology, Chemistry, Earth Science, English, History w/ Social Studies minor, Mathematics, Spanish
English
Finance Financial Management, Financial Investments & Markets
Health Education (PK–12)
Health Promotion Studies
Allied Health; Community Health; Holistic & Integrative; Wellness Management
History
Interdisciplinary studies
Justice & Law Administration Corrections, Law Enforcement, Legal Studies, Paralegal Studies, Criminology
Liberal Arts
Management Human Resources, Small Business & Entrepreneurial, Supervisory
Management Information Systems
Management Information Systems Information Security
Marketing
Marketing: Digital & Interactive
Mathematics
Mathematics: Computer Science
Media Arts Media Production
Meteorology
Music
Music: Audio & Music Production
Music: Jazz Studies
Music: Performance
Music Education (K–12)
Musical Theatre
Nursing
Nursing: RN TO BSN
Political Science
Professional Writing Business/Technical, Creative, Journalism/Public Relations
Psychology
Social Sciences Anthropology/Sociology, Family, Global, Multicultural
Social Work
Spanish
Theatre Arts Design/Technology, Theatre Studies, Management, Performance
Undeclared

* PENDING FINAL APPROVAL