A & S (also MSAS)  Macricostas School of Arts and Sciences – The home of ten departments. Biological & Environmental Sciences; Chemistry & Biochemistry; Computer Science; English & Interdisciplinary Studies; History, Philosophy & World Perspectives; Mathematics; Pre-Health Advising; Psychology; Social Sciences; World Languages & Composition.

Academic Advisor  Your academic advisor is a full-time faculty member of the department in which you have chosen your major. Your academic advisor will assist you in mapping out your class schedule according to the degree requirements as listed on your program sheet. See below for University Advisement.

AccessAbility Services  Contact the AccessAbility Services office for accommodations if you have been diagnosed with some type of documented disability.

Adjunct  Adjunct faculty are those instructors who are not full-time faculty. Often these adjuncts have other full-time jobs and do not have offices on campus. Refer to your syllabus when trying to contact them or ask the department secretary for help.

ARM  Academic Resource Mentor – Student peers who provide academic related resources to residence hall students.

ASB  Ancell School of Business- The home of five departments; Accounting; Finance; Management; Management Information Systems; and Marketing.

Banner  The Banner Self Service Web products assist students, faculty, and staff in obtaining information, such as academic history and the status of in-progress courses, addresses, student type, class advisor, birth date, degree major, and SAT and placement scores.

Blackboard  Blackboard is Western’s course management system that allows faculty to supplement their on-ground course with online components.

CHOICES  Western’s Substance Abuse Prevention Program. If you have any concerns regarding any type of substance abuse by yourself, family, or just in general, CHOICES is the office to contact.

CORE-CT  Core-CT is the State of Connecticut’s payroll system that the Human Resources & Payroll Departments use to maintain all employee data and to generate an employees’ biweekly paycheck.

Dean  There are currently four Academic Deans and one Dean of Student Success and Engagement on Campus.

ENS  Emergency Notification System – Enter your contact information as well as your family’s (if you so choose) and get notified of school cancellations, emergency closings, etc.
ERes **Electronic Reserves** - Some professors use this system to provide you with electronic readings or ask you to post comments. Find ERes on the Library website.

FASFA **Free Application for Federal Student Aid** – If you are applying for Financial Aid, this form has to be filled out on time every year. Check the deadline. [https://www.wcsu.edu/finaid/first-time-applicants/](https://www.wcsu.edu/finaid/first-time-applicants/)

GPA **Grade Point Average** – Stay above a **GPA** of 3.5 and you’ll be on the Dean’s List. If your **GPA** is below 2.0 for two semesters in a row, you might get suspended from the university.

ISEP **International Student Exchange Program** – spend a summer, semester, or full year at another university for the same price as tuition, room & board at Western (plus travel costs). [https://www.wcsu.edu/isep/](https://www.wcsu.edu/isep/)

MR Class meets Monday (**M**) and Thursday (**R**)

MW Class meets Monday (**M**) and Wednesday (**W**)

MWF Class meets Monday (**M**), Wednesday (**W**), and Friday (**F**).

Program Sheet In order to receive a degree in a certain major or program, you need to pass a combination of specific courses and free electives. The **Program Sheet** tells you what those courses are. [https://www.wcsu.edu/academics/programsheets/](https://www.wcsu.edu/academics/programsheets/)

RA **Resident Assistant** – Student peer assigned to each section of the residence halls

RD **Residence Director** - Professional staff member responsible for the management of each residence hall.

RH **Residence Hall** - Centennial Hall (CH), Ella Grasso Hall (GH), Pinney Hall (PH) on the Westside campus; Fairfield Hall (FH), Litchfield Hall (LH), and Newbury Hall (NH) on the Midtown campus.

SAP **Satisfactory Academic Progress** – Students on the Financial Aid, in Housing, or Athletics programs need to maintain **Satisfactory Academic Progress** (i.e. pass enough classes with good grades each academic year) – check individual webpages for requirements

School There are four academic schools at Western, and depending on your major you belong to one of these schools. They are: Ancell **School of Business** (ASB), Macricostas **School of Arts and Sciences** (MSAS), **School of Professional Studies** (SPS), and School **of Visual and Preforming Arts** (VPA).

S.H. **Semester Hour** also called **Credits** – each course counts as several semester hours, most often 3 or 4. Most degrees require you to pass 122 semester hours made up of specific courses.
SPS  
**School of Professional Studies** - The home of five departments: Education & Educational Psychology; Health Promotion & Exercise; Justice & Law Administration; Nursing; and Social Work.

**Syllabus**  
On the very first day of class your instructor will hand out what is called the Syllabus. It is an outline of the entire course over the semester. Important dates for assignment deadlines should be noted on the Syllabus as well as contact information and office hours. Keep the Syllabus handy and refer to it often during the semester.

**TF**  
A class meets Tuesday (T) and Friday (F)

**TR**  
A class meets Tuesday (T) and Thursday (R)

**University Advisement**  
University Advisement supports students in their academic journey by offering guidance on major requirements, assisting with course selection each semester, and providing information on university policies and procedures. This is where you find your initial advisor. When your major is declared you will also have an academic advisor from that department.

**VPA**  
**School of Visual and Preforming Arts** – The home of five departments: Art, Communication and Media Arts, Music, Theater Arts, and Writing.

**WestConnduit**  
WestConnduit is the place to go to check e-mail, register for courses, access Banner and Blackboard, and explore university resources.  
http://westconnduit.wcsu.edu