

# A NEW JACK'S GUIDE TO ACADEMICS AND TECHNOLOGY AT SDSTATE



SOUTH DAKOTA  
STATE UNIVERSITY

## DEGREE REQUIREMENTS

A minimum of 120 credits is required to earn a bachelor's degree from SDState. The curriculum combines general education courses with academic college and major field courses.

### 30 CREDITS OF SYSTEM GENERAL EDUCATION REQUIREMENTS (SGR)

SGRs provide a broad foundation for building knowledge and understanding throughout your academic, professional, and civic lives. Find more info at [sdstate.edu/academics/general-education](http://sdstate.edu/academics/general-education).

GOAL	CREDITS
Written Communication	6
Oral Communication	3
Social Sciences/Diversity	6 (2 disciplines)
Arts & Humanities/Diversity	6 (2 disciplines or a foreign language sequence)
Mathematics	3
Natural Sciences	6

### 60-90 CREDITS IN MAJOR FIELD OF STUDY INCLUDING ELECTIVES

These are courses and requirements specific to your major and often include elective credits. Electives allow you to explore interests or pursue a minor or second major, and count toward the 120 credits needed for graduation.

## TRACKING YOUR DEGREE

Here are just a few of many tools you can use to learn about your major and course requirements.

### UNDERGRADUATE CATALOG ([catalog.sdstate.edu](http://catalog.sdstate.edu))

The catalog is the official guidebook to your academic programs, including majors, minors and certificates. Here are some sections students find particularly useful:

- General Education Requirements (lists course options for each SGR)
- Academic Programs - Majors, Minors, Certificates (includes program overview, contact information, and required and elective courses)
- Course Descriptions & Schedules (learn about course content)

### ADVISING GUIDE SHEETS ([sdstate.edu/academic/guidesheets](http://sdstate.edu/academic/guidesheets))

Guide sheets provide sample plans of study for each major and are especially useful when working with academic advisors to select courses and in tracking your degree progress.

### REGISTRATION SELF SERVICE ([accessed through mystate.sdstate.edu](http://mystate.sdstate.edu))

This is your online account for course registration.

### DEGREE WORKS ([accessed through mystate.sdstate.edu](http://mystate.sdstate.edu))

Degree Works helps you track your progress in completing degree requirements.

### ACADEMIC CALENDAR ([sdstate.edu/academics/academic-calendar](http://sdstate.edu/academics/academic-calendar))

Add this link to your favorites and keep track of course add/drop dates, final exam dates, holidays and other academic dates. Use the calendar to plan your year and be sure to plan personal holidays in coordination with holidays noted on the calendar.

#### Registrar (Records & Registration)

Enrollment Services Center  
Email: [sdsu.registrar@sdstate.edu](mailto:sdsu.registrar@sdstate.edu)  
Phone: (605) 688-6195  
Web: [sdstate.edu/campus/records](http://sdstate.edu/campus/records)

#### Admissions

Enrollment Services Center | 1047 Medary Ave, Box 511 | Brookings, SD 57007  
Email: [sdsu.admissions@sdstate.edu](mailto:sdsu.admissions@sdstate.edu) (transcripts available for secure email download can be directed here)  
Phone: (605) 688-4121  
Toll-Free: 1-800-952-3541  
Web: [sdstate.edu/admissions](http://sdstate.edu/admissions)

## INSIDE THIS GUIDE:

- The basics of SDState degree requirements
- Academic colleges
- Academic advisors
- Academic supports (tutoring, supplemental instruction and other help)
- Online accounts and technology

## BRINGING CREDITS TO SDSTATE

Many students take advantage of opportunities in high school to earn college-level credit.

### DUAL CREDIT/COLLEGE IN THE SCHOOLS (CIS)/PSEO

Credit earned taking college-level coursework while still enrolled in high school, including courses taken in the high school, online, or on a college campus.

High school students who complete college courses must request transcripts be sent to SDState Admissions from each college/university where credit was earned.

### AP/CLEP/DANTES/IB

[www.sdstate.edu/testing-center-sdstate-tc/credit-prior-learning](http://www.sdstate.edu/testing-center-sdstate-tc/credit-prior-learning)

Credit earned by achieving a minimum required score on an exam. Learn more at [sdstate.edu/testing-center](http://sdstate.edu/testing-center).

To add AP or CLEP credits to your SDState transcript, you must submit your scores to the Testing Center (use code 6653) AND fill out an application for placement credit with their office (CLEP only).

There is no transcripting fee for AP credits. An \$8.50 per credit fee is assessed to any CLEP or IB credits added to an academic transcript. All other prior learning credit is assessed at \$90.75 per course.

### TRANSFER CREDITS

[www.sdstate.edu/admissions/transfer-credit-evaluator](http://www.sdstate.edu/admissions/transfer-credit-evaluator)

Credit earned post-high school from an institution of higher education. Transcripts from each college/university where credit was earned should be sent directly to the SDState Admissions Office.



**REQUEST TRANSCRIPTS  
BE SENT TO ADMISSIONS!**

## WHAT'S A COLLEGE ANYWAY?

South Dakota State is made up of seven academic colleges that house its more than 200 fields of study (including majors, minors, specializations and advanced degrees).

Your college is determined by your major. Depending on what you've decided to study, you may fall under more than one.



# COLLEGES & UNITS



### AGRICULTURE, FOOD & ENVIRONMENTAL SCIENCES

Academic Programs Office

605-688-5133

Berg Agricultural Hall 156

Email: [sdsu.cafes@sdstate.edu](mailto:sdsu.cafes@sdstate.edu)

Web: [sdstate.edu/cafes](http://sdstate.edu/cafes)



### ARTS, HUMANITIES & SOCIAL SCIENCES

605-688-4723

Wagner Hall 251

Email: [sdsu.cahss@sdstate.edu](mailto:sdsu.cahss@sdstate.edu)

Web: [sdstate.edu/ahss](http://sdstate.edu/ahss)



### EDUCATION & HUMAN SCIENCES

Including Exploratory Studies Program

605-688-6181

Wagner Hall 249

Email: [sdsu.ehs@sdstate.edu](mailto:sdsu.ehs@sdstate.edu)

Web: [sdstate.edu/ehs](http://sdstate.edu/ehs)



### ENGINEERING

Jerome J. Lohr College of Engineering

605-688-4161

Crothers Engineering Hall 201

Email: [sdsu.engineering@sdstate.edu](mailto:sdsu.engineering@sdstate.edu)

Web: [sdstate.edu/engr](http://sdstate.edu/engr)



### NATURAL SCIENCES

605-688-4420

Avera Health & Science Center 131

Email: [sdsu.naturalsciences@sdstate.edu](mailto:sdsu.naturalsciences@sdstate.edu)

Web: [sdstate.edu/science](http://sdstate.edu/science)



### NURSING

#### STUDENT SERVICES OFFICE

605-688-4106

Wagner Hall 335

Email: [sdsu.brookingsnursing@sdstate.edu](mailto:sdsu.brookingsnursing@sdstate.edu)

Web: [sdstate.edu/nursing](http://sdstate.edu/nursing)



### PHARMACY & ALLIED HEALTH PROFESSIONS

605-688-6197

Avera Health & Science Center 133

Email: [sdsu.pharmacy@sdstate.edu](mailto:sdsu.pharmacy@sdstate.edu)

Web: [sdstate.edu/pharmacy](http://sdstate.edu/pharmacy)



### HONORS COLLEGE

VAN D. & BARBARA B. FISHBACK HONORS COLLEGE

605-688-5268

Honors Hall 119

Email: [sdsu.honors@sdstate.edu](mailto:sdsu.honors@sdstate.edu)

Web: [sdstate.edu/honors](http://sdstate.edu/honors)

While not an official degree-granting college, the Honors College offers a curriculum and unique extracurricular opportunities intended to enhance and complement a student's chosen major.

## FIRST YEAR ADVISING CENTER (FYAC) AND YOUR ADVISOR

605-688-4155 | Wintrode Student Success & Opportunity Center

Email: [sdsu.advisingcenter@sdstate.edu](mailto:sdsu.advisingcenter@sdstate.edu) | Web: [sdstate.edu/firstyearadvising](http://sdstate.edu/firstyearadvising)

*You're never alone at SDSU, especially when it comes to your academic success. Every student has an academic advisor who helps with the transition to college, degree and career planning, and course registration each semester.*

*Most majors at SDSU start with an advisor in the First Year Advising Center. Students enrolled in human biology, pre-nursing, pre-pharmacy, respiratory care, medical laboratory science, or any two-year program other than general studies are advised within their respective academic programs.*

*No matter where your advisor is located, you are sure to have someone who cares about you and your success. Contact your advisor any time to discuss courses, majors, internships, personal goals, career plans, or if you're just looking for a little support and advice.*

# ACADEMIC SUPPORTS 101



## COMMIT TO YOUR OWN SUCCESS

Your academic success, which results in your graduation, is 100 percent achievable. It's just going to take some work.

**At SDState, success is the sum of two important factors: student commitment (that's you) and university support (that's us).**

SDState offers tons of outlets for our students to get help with classes, labs and assignments. ALL students are encouraged to access these resources early and often regardless of past academic performance.

These are some of the most popular and effective supports we have – and they're all free to you. Check out individual websites for contact information and available hours.

### SUPPLEMENTAL INSTRUCTION

Wintrode Center 110  
[sdstate.edu/si](http://sdstate.edu/si)

*Like a review session, SI is offered in numerous classes and gives you an opportunity to review course materials with classmates.*

### SPANISH ROUND-TABLES

Wagner 121  
[sdstate.edu/school-american-and-global-studies/clubs-and-activities](http://sdstate.edu/school-american-and-global-studies/clubs-and-activities)

*Get help with homework and practice conversation skills.*



### SPEECH CENTER

Pugsley 305 | [sdstate.edu/wintrode-student-success-center/study-hub-speech-center](http://sdstate.edu/wintrode-student-success-center/study-hub-speech-center)

*As a CMST 101 student, you can practice your speech and receive feedback before presenting in class.*

### WINTRODE TUTORING PROGRAM

Wintrode Center 110  
[sdstate.edu/wintrodetutoring](http://sdstate.edu/wintrodetutoring)

*Set up tutoring appointments in a variety of courses and get advice on developing successful study strategies.*

### CONNECTSTATE

[sdstate.edu/academics/connectstate](http://sdstate.edu/academics/connectstate)  
or access on MyState dashboard

*Schedule tutoring appointments with the Wintrode Tutoring Program, Writing Center or Speech Center online. You can also schedule time to meet with your advisor. Use your MyState username and password to access ConnectState.*



### WRITING CENTER

Briggs Library 103  
[sdstate.edu/writing-center](http://sdstate.edu/writing-center)

*Instructors and graduate students are available to help you develop and improve writing skills for assignments in any SDState course.*



### BRIGGS LIBRARY

[sdstate.edu/library](http://sdstate.edu/library)

*Find research resources, computer terminals and quiet study spaces throughout the school year. Reserve a study room for yourself or a group project.*

### MATH HELP CENTER

AME Building 292  
[sdstate.edu/mathematics-statistics/math-help-center](http://sdstate.edu/mathematics-statistics/math-help-center)

*Access free walk-in tutoring for mathematics and statistics courses.*

## STUDY HUB

*For discipline-specific tutoring and academic support info as well as resources for study strategies, visit the SDState Study Hub site.*

[sdstate.edu/studyhub](http://sdstate.edu/studyhub)



# MY ONLINE ACCOUNTS

SDState students have access to a variety of electronic accounts and resources. These accounts are the primary gateways to academic information and communication from the university, professors and advisors. Be sure to track your login information and keep it in a safe and accessible spot for future reference.

LOGIN ACCOUNT		Jacks Email Address	MyState	MyState
MyState	<p><i>mystate.sdstate.edu</i></p> <p><b>Registration Self Service:</b> register for courses  <b>Financial Aid Self Service:</b> access your financial aid info  <b>Student Account Self Service:</b> student billing functions  <b>ConnectState:</b> book advising, tutoring, speech &amp; writing center appts  <b>Degree Works:</b> track degree progress</p> <p><b>Also:</b> housing app &amp; meal plan selection, parking account, health clinic appointments, scholarship app, Testing Center appt &amp; results</p>		X	X
D2L	<p><i>d2l.sdstate.edu</i></p> <p>Course materials for online and some on-campus courses</p>	X		X
Jacks Club Hub	<p><i>jacksclubhub.sdstate.edu</i></p> <p>Student clubs and events info</p>		X	X
Jacks Email	<p><i>jacksemail.sdstate.edu</i></p> <p>Primary communication from the university</p>	X		X
Duo	<p><i>Download in the app store</i></p> <p>Two-factor authentication for security to access SDSU apps</p>	X		X
Network	<p><i>Wifi, Wired</i></p>			
Box	<p><i>sdsu.box.com</i></p> <p>File sharing and storage</p>		X	X
SDState Mobile App	<p>Search "South Dakota State University mobile app" in the app store</p>	X	X	X
IT Support Center	<p><i>help.sdstate.edu</i></p> <p>Look up info in knowledge base, list of services, submit a ticket to fix issue</p>			

## PASSWORD ISSUES?

[LOGINHELP.SDSTATE.EDU](http://LOGINHELP.SDSTATE.EDU)

SDState Support Desk

605-688-6776 | [sdsu.supportdesk@sdstate.edu](mailto:sdsu.supportdesk@sdstate.edu)

## MYDUO PORTAL

[MYDUO.SDSTATE.EDU](http://MYDUO.SDSTATE.EDU)

Got a new device? Check out MyDuo Portal to add a new device or get a bypass code.

## CAMPUS EMERGENCY NOTIFICATION TECHNOLOGY

Student safety is our top priority. Help us keep you safe by taking advantage of these two free campus safety systems.

### CAMPUS ALERT (UPDATE YOUR PROFILE!)

At the beginning of each semester, you will receive an email from [CampusAlert@sdsu.edu](mailto:CampusAlert@sdsu.edu). Please register and update your information regularly to ensure you receive campus alerts and severe weather information as efficiently as possible.

### JACKRABBITS GUARDIAN (GET THE APP!)

Download Rave Guardian to your smartphone and use your Jacks email to get started. Features include the ability to select friends or family members as guardians, set safety timers and call the University Police Department (UPD)\* directly.

\*Go ahead and put UPD's number in your phone now, too: **(605) 688-5117**

## TECHNICALLY SPEAKING

[sdstate.edu/technology](http://sdstate.edu/technology)



### SYSTEM SPECIFICATIONS

Visit the technology webpage to view recommended computer specifications. You are also encouraged to contact your department to learn about any recommended computer models, specs and programs prior to purchasing.



### PRINTING

WebPrint stations are available in most computer labs as well as the Student Union and library. Students can also print at Blueprint or The Imaging Center for a more professional finish. Hobo Dough can be used for printing.



### OFFICE 365 & CLOUD APPS

SDState students can install Office 365 ProPlus **for free**. Log in to your Jacks email, click Office 365 in the top left corner and select software from the menu.

Cloudapps are also available at [cloudapps.sdstate.edu](http://cloudapps.sdstate.edu)