

## Appendix A

### Accreditation

California State University, Sacramento is fully accredited by the Western Association of Schools and Colleges\*, and for teacher education by the California Commission on Teacher Credentialing; the University is also a member of the National Council of Graduate Schools and the Western Association of Graduate Schools, and is on the list of approved colleges by the American Association of University Women.

Following is a list of individually accredited programs:

Program	Degree	Accreditation
<b>College of Arts and Letters:</b>		
Art	Bachelor of Arts	National Association of Schools of Art and Design
Graphic Design	Bachelor of Arts	National Association of Schools of Art and Design
Interior Design	Bachelor of Arts	Foundation for Interior Design Education Research
Music	Bachelor of Arts, Bachelor of Music, Master of Music	National Association of Schools of Music
Theatre Arts	Bachelor of Arts, Master of Arts	National Association of Schools of Theatre Arts
<b>College of Business Administration</b>		
	Bachelor of Science, Master of Business Administration, Master of Science	AACSB International—The Association to Advance Collegiate Schools of Business
<b>College of Education:</b>		
Education - Counselor Education	Master of Science	Council for Accreditation of Counseling and Related Educational Programs
Education - School Psychology	Master of Science	National Association of School Psychologists
Education - Vocational Rehabilitation Counseling Program	Bachelor of Vocational Education Degree	National Council on Rehabilitation Education
<b>College of Engineering and Computer Science:</b>		
Civil Engineering	Bachelor of Science	Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology
Electrical and Electronic	Bachelor of Science	Engineering Accreditation Commission of the Engineering Accreditation Board for Engineering and Technology
Mechanical Engineering	Bachelor of Science	Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology

Program	Degree	Accreditation
Mechanical Engineering Technology	Bachelor of Science	Technology Accreditation Commission of the Accreditation Board for Engineering and Technology
Construction Management	Bachelor of Science	American Council for Construction Education
Computer Science	Bachelor of Science	Accreditation Board for Engineering and Technology

### College of Health and Human Services:

Kinesiology	Bachelor of Science, athletic training option	Joint Review Committee on Educational Programs in Athletic Training
Kinesiology	Bachelor of Science, Physical Education option	Commission on the Accreditation of Allied Health Education Programs
Nursing	Bachelor of Science	Commission on Collegiate Nursing Education and the American Association of Critical Care Nurses
Physical Therapy	Master of Physical Therapy	Commission on Accreditation Therapy in Physical Therapy Education (CAPTE)/ American Physical Therapy Association (APTA)
Recreation and of Leisure Studies	Bachelor of Science, Master of Science	Council on Accreditation the National Recreation and Park Association and American Association for Leisure and Recreation
Social Work	Bachelor of Arts, Master of Social Work	Council of Social Work Education
Speech Pathology and the Audiology	Bachelor of Science, Master of Science	American Speech-Language-Hearing Association

### College of Natural Sciences and Mathematics:

Chemistry	Bachelor of Arts, Bachelor of Science	American Chemical Society
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### College of Social Science and Interdisciplinary Studies:

Family and Consumer Science	Bachelor of Arts, Dietetics	American Dietetics Association
Gerontology	Bachelor of Science	Association of Gerontology in Higher Education
Liberal Studies	Bachelor of Arts	California Commission on Teacher Credentialing

#### \*WASC Contact Information:

Western Association of Schools and Colleges  
 Accrediting Commission for Senior Colleges and Universities  
 985 Atlantic Avenue, Suite 100  
 Alameda, CA 94501  
 (510) 748-9001 (phone); (510) 748-9797 (fax)

## Appendix B

### Determination of Residence for Nonresident Tuition Purposes

The law governing residence for tuition purposes at the California State University is California Education Code sections 68000-68090, 68120-68134, and 89705-89707.5, and California Code of Regulations, Title 5, sections 41900-41916. This material can be viewed on the Internet by accessing the California State University's website at [www.calstate.edu](http://www.calstate.edu).

Each campus's Admissions Office is responsible for determining the residence status of all new and returning students based on the Application for Admission, Residency Questionnaire, Reclassification Request Form, and, as necessary, other evidence furnished by the student. A student who fails to submit adequate information to establish eligibility for resident classification will be classified as a nonresident.

Generally, establishing California residence for tuition purposes requires a combination of physical presence and intent to remain indefinitely. An adult who, at least one full year prior to the residence determination date for the term in which enrollment is contemplated, has been both physically present in the state and has evidence of intent to remain in California indefinitely, may establish California residence for tuition purposes. Evidence demonstrating intent can vary from case to case and may include, but is not limited to, the absence of residential ties to any other state, California voter registration and voting in California elections, maintaining California registration and driver's license, maintaining active California bank accounts, filing California income tax returns, owning residential property or occupying or renting an apartment where permanent belongings are kept, maintaining active memberships in California professional or social organizations, and maintaining a permanent military address and home of record in California.

Adult noncitizens establish residence in the same manner as citizens, unless precluded by the Immigration and Nationality Act from establishing domicile in the United States. Unmarried minor noncitizens derive their residence in the same manner as unmarried minor citizens except that both parent and minor must have an immigration status consistent with establishing domicile in the United States.

Exceptions to the general residence requirements are contained in California Education Code sections 68070-68084 and Title 5 of the California Code of Regulations, sections 41900-41916, and include, but are not limited to, members of the military and their dependents, certain credentialed employees of school districts and students who have attended high school in California and graduated or attained the equivalent. Whether an exception applies to a particular student cannot be determined before the submission of an application for admission and, as necessary, additional supporting documentation. Because neither campus nor Chancellor's Office staff may give advice on the application of these laws, applicants are strongly urged to review the material for themselves and consult with a legal advisor.

Nonresident students seeking reclassification are required to complete a supplemental questionnaire including questions concerning their financial dependence, which will be considered along with physical presence and intent in determining reclassification.

Residence determination dates are set each term. They are:

#### Quarter Term Campuses

Fall.....	September 20
Winter .....	January 5
Spring .....	April 1
Summer .....	July 1

#### Semester Term Campuses

Fall.....	September 20
Winter* .....	January 5
Spring .....	January 25
Summer .....	June 1

\*Applies only to winter term at California State University, Stanislaus.

The residence determination dates for the four stages on CalState TEACH are as follows:

Stage 1 .....	September 20
Stage 2 .....	January 5
Stage 3 .....	June 1
Stage 4 .....	September 20

A campus residence classification appeal must be in writing and submitted to:

The California State University  
Office of General Counsel  
401 Golden Shore, 4<sup>th</sup> Floor  
Long Beach, California 90802-4210

The appeal must be submitted within 120 days of notification of the final campus decision. The Office of General Counsel can either decide the appeal or send the matter back to the campus for further review.

Students incorrectly classified as residents or incorrectly granted an exception from nonresident tuition are subject to reclassification as nonresidents and payment of nonresident tuition in arrears. If incorrect classification results from false or concealed facts, the student is subject to discipline pursuant to Section 41301 of Title 5 of the California Code of Regulations.

Resident students who become nonresidents or who no longer meet the criteria for an exception must immediately notify the Admissions Office.

Changes may have been made in the rate of nonresident tuition and in the statutes and regulations governing residence for tuition purposes in California between the time this information is published and the relevant residence determination date. Students are urged to review the statutes and regulations stated above.

## Appendix C

### Student Discipline

Inappropriate conduct by students or by applicants for admission is subject to discipline as provided in Sections 41301 through 41304 of Title 5, California Code of Regulations. These sections are as follows:

**41301. *Expulsion, Suspension and Probation of Students.*** Following procedures consonant with due process established pursuant to Section 41304, any student of a campus may be expelled, suspended, placed on probation or given a lesser sanction for one or more of the following causes which must be campus related:

- (a) Cheating or plagiarism in connection with an academic program at a campus.
- (b) Forgery, alteration or misuse of campus documents, records, or identification or knowingly furnishing false information to a campus.
- (c) Misrepresentation of oneself or of an organization to be an agent of the campus.
- (d) Obstruction or disruption, on or off campus property, of the campus educational process, administrative process, or other campus function.
- (e) Physical abuse on or off campus property of the person or property of any member of the campus community or of members of his or her family or the threat of such physical abuse.
- (f) Theft of, or non-accidental damage to, campus property, or property in the possession of, or owned by, a member of the campus community.
- (g) Unauthorized entry into, unauthorized use of, or misuse of campus property.
- (h) On campus property, the sale or knowing possession of dangerous drugs, restricted dangerous drugs, or narcotics as those terms are used in California statutes, except when lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose of research, instruction or analysis.
- (i) Knowing possession or use of explosives, dangerous chemicals or deadly weapons on campus property or at a campus function without prior authorization of the campus president.
- (j) Engaging in lewd, indecent, or obscene behavior on campus property or at a campus function.
- (k) Abusive behavior directed toward, or hazing of, a member of the campus community.
- (l) Violation of any order of a campus President, notice of which had been given prior to such violation and during the academic term in which the violation occurs, either by publication in the campus newspaper, or by posting on an official bulletin board designated for this purpose, and which order is not inconsistent with any of the other provisions of this Section.
- (m) Soliciting or assisting another to do any act which would subject a student to expulsion, suspension or probation pursuant to this Section.
- (n) Unauthorized recording, dissemination, and publication of academic presentations for commercial purposes. This prohibition applies to a recording made in any medium, including, but not limited to, handwritten or typewritten class notes.
  - (1) The term “academic presentation” means any lecture, speech, performance, exhibition, or other form of academic or aesthetic presentation, made by an instructor of record as part of an authorized course of instruction that is not fixed in a tangible medium of expression.
  - (2) The term “commercial purpose” means any purpose that has financial or economic gain as an objective.
  - (3) “Instructor of record” means any teacher or staff member employed to teach courses and authorize credit for the successful completion of courses.
- (o) For purposes of this Article, the following terms are defined:
  - (1) The term “member of the campus community” is defined as meaning California State University Trustees, academic, non-academic and administrative personnel, students, and other persons while such other persons are on campus property or at a campus function.
  - (2) The term “campus property” includes:
    - (A) real or personal property in the possession of, or under the control of, the Board of Trustees of the California State University, and
    - (B) all campus feeding, retail, or residence facilities whether operated by a campus or by a campus auxiliary organization.
  - (3) The term “deadly weapons” includes any instrument or weapon of the kind commonly known as a blackjack, slingshot, billy, sandclub, sandbag, metal knuckles, any dirk, dagger, switchblade knife, pistol, revolver, or any other firearm, any knife having a blade longer than five inches, any razor with an unguarded blade, and any metal pipe or bar used or intended to be used as a club.
  - (4) The term “behavior” includes conduct and expression.
  - (5) The term “hazing” means any method of initiation into a student organization or any pastime or amusement engaged in with regard to such an organization which causes, or is likely to cause, bodily danger, or physical or emotional harm, to any member of the campus community; but the term “hazing” does not include customary athletic events or other similar contests or competitions.
- (p) This Section is not adopted pursuant to Education Code Section 89031.
- (q) Notwithstanding any amendment or repeal pursuant to the resolution by which any provision of this Article is amended, all acts and omissions occurring prior to that effective date shall be subject to the provisions of this Article as in effect immediately prior to such effective date.

**41302. Disposition of Fees: Campus Emergency; Interim Suspension.** The President of the campus may place on probation, suspend, or expel a student for one or more of the causes enumerated in Section 41301. No fees or tuition paid by or for such student for the semester, quarter, or summer session in which he or she is suspended or expelled shall be refunded. If the student is readmitted before the close of the semester, quarter, or summer session in which he or she is suspended, no additional tuition or fees shall be required of the student on account of the suspension.

During periods of campus emergency, as determined by the President of the individual campus, the President may, after consultation with the Chancellor, place into immediate effect any emergency regulations, procedures, and other measures deemed necessary or appropriate to meet the emergency, safeguard persons and property, and maintain educational activities.

The President may immediately impose an interim suspension in all cases in which there is reasonable cause to believe that such an immediate suspension is required in order to protect lives or property and to insure the maintenance of order. A student so placed on interim suspension shall be given prompt notice of charges and the opportunity for a hearing within 10 days of the imposition of interim suspension. During the period of interim suspension, the student shall not, without prior written permission of the President or designated representative, enter any campus of the California State University other than to attend the hearing. Violation of any condition of interim suspension shall be grounds for expulsion.

**41303. Conduct by Applicants for Admission.** Notwithstanding any provision in this Chapter 1 to the contrary, admission or readmission may be qualified or denied to any person who, while not enrolled as a student, commits acts which, were he enrolled as a student, would be the basis for disciplinary proceedings pursuant to Sections 41301 or 41302. Admission or readmission may be qualified or denied to any person who, while a student, commits acts which are subject to disciplinary action pursuant to Section 41301 or Section 41302. Qualified admission or denial of admission in such cases shall be determined under procedures adopted pursuant to Section 41304.

**41304. Student Disciplinary Procedures for the California State University.** The Chancellor shall prescribe, and may from time to time revise, a code of student disciplinary procedures for the California State University. Subject to other applicable law, this code shall provide for determinations of fact and sanctions to be applied for conduct which is a ground of discipline under Sections 41301 or 41302, and for qualified admission or denial of admission under Section 41303; the authority of the campus President in such matters; conduct related determinations on financial aid eligibility and termination; alternative kinds of proceedings, including proceedings conducted by a Hearing Officer; time limitations; notice; conduct of hearings, including provisions governing evidence, a record, and review; and such other related matters as may be appropriate. The Chancellor shall report to the Board actions taken under this section.

## Appendix D

### Privacy Rights of Students in Education Records

The federal Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232g) and regulations adopted thereunder (34 C.F.R. 99) set out requirements designed to protect students' privacy in their records maintained by the campus. The statute and regulations govern access to student records maintained by the campus and the release of such records. The law provides that the campus must give students access to records directly related to the student, and must also provide opportunity for a hearing to challenge the records if the student claims they are inaccurate, misleading, or otherwise inappropriate. The right to a hearing under this law does not include any right to challenge the appropriateness of a grade determined by the instructor. The law generally requires the institution to receive a student's written consent before releasing personally identifiable data about the student. The institution has adopted a set of policies and procedures governing implementation of the statute and the regulations. Copies of these policies and procedures may be obtained at the library. Among the types of information included in the campus statement of policies and procedures are: (1) the types of student records maintained and the information they contain; (2) the official responsible for maintaining each type of record; (3) the location of access lists indicating persons requesting or receiving information from the record; (4) policies for reviewing and expunging records; (5) student access rights to their records; (6) the procedures for challenging the content of student records; (7) the cost to be charged for reproducing copies of records; and (8) the right of the student to file a complaint with the Department of Education. The Department of Education has established an office and review board to investigate complaints and adjudicate violations. The designated office is: Family Policy Compliance Office, U.S. Department of Education, Washington, D.C. 20202-4605.

The campus is authorized under the Act to release "directory information" concerning students. "Directory information" may include the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade level, enrollment status, degrees, honors, and awards received, and the most recent previous educational agency or institution attended by the student. The above-designated information is subject to release by the campus at any time unless the campus has received prior written objection from the student specifying information which the student requests not be released. Written objections should be sent to the Vice President, Student Affairs.

The campus is authorized to provide access to student records to campus officials and employees who have legitimate educational interests in such access. These persons have responsibilities in the campus's academic, administrative or service functions and have reason for using student records associated with their campus or other related academic responsibilities. Student records may also be disclosed to other persons or organizations under certain conditions (e.g., as part of the accreditation or program evaluation; in response to a court order or subpoena; in connection with financial aid; or to other institutions to which the student is transferring).

## Appendix E

### Average Annual Cost Of Education and Sources Of Funds Per Full-Time Equivalent Student

The 23 campuses and the Chancellor's Office of the California State University are financed primarily through funding provided by the taxpayers of California. The systemwide cost of education is defined as total support expenditures (State University Fee revenue and General Fund support appropriations) divided by the number of full-time equivalent students. The total 2002/03 state General Fund appropriation to the CSU is \$2,680,280,000 and campus budgeted State University Fee Revenue is \$533,430,000 for a total of \$3,213,710,000. The \$3,213,710,000 total cost of education for CSU must provide support for a projected 321,132

full-time equivalent students (FTES). The number of full-time equivalent students is determined by dividing the total academic student load by 15 units per term (the figure used here to define a full-time student's academic load).

The 2002/03 systemwide cost of education per full-time equivalent student is \$10,007. Of this amount, the average student fee support per FTE is \$1,926. (The State University Fee and campus fees that must be paid to apply to, enroll in, or attend the university are included in the average costs paid by the students. Individual students may pay less or more than \$1,926, depending on the campus and whether student is attending part-time/full-time, or is resident/nonresident student. Also, other campus fees may be charged that are not required of all enrolled students, which include user and penalty/deposit fee types).

2002/2003	Amount	Average Cost Per FTE Student	Percentage
Total Cost of Education	\$3,213,710,000	\$10,007	100.0
• State Appropriation	2,680,280,000	8,346	83
• Student Fee Support	533,430,000	1,661	17

## Appendix F

### Procedure For The Establishment Or Abolishment Of A Student Body Fee

The law governing the California State University provides that fees defined as mandatory, such as a *student body association fee* and a *student body center fee*, may be established. A *student body association fee* must be established upon a favorable vote of two-thirds of the students voting in an election held for this purpose (Education Code, Section 89300). A *student body center fee* may be established only after a fee referendum is held which approves by a two-thirds favorable vote the establishment of the fee (Education Code, Section 89304). The *student body fee* was established at California State University, Sacramento by student referendum. The campus President may adjust the *student body association fee* only after the fee adjustment has been approved by a majority of students voting in a referendum established for that purpose (Education Code, Section 89300). The required fee shall be subject to referendum at any time upon the presentation of a petition to the campus President containing the signatures of 10 percent of the regularly enrolled students at the University. Once bonds are issued, authority to set and adjust *student body center fees* is governed by provisions of the State University Revenue Bond Act of 1947, including, but not limited to, Education Code, sections 90012, 90027, and 90068. *Student body association fees* support a variety of cultural and recreational programs, childcare centers, and special student support programs.

The process to establish and adjust other campus-based mandatory fees requires consideration by the campus fee advisory committee and sometimes a student referendum. The campus President may use alternate consultation mechanisms if he/she determines that a referendum is not the best mechanism to achieve appropriate and meaningful consultation. Results of the referendum and the fee committee review are advisory to the campus President. The President may also request the Chancellor to establish the mandatory fee. Authority to adjust fees after consideration by the campus fee advisory committee and the completion of a student referendum is delegated to the President.

## Appendix G

### Nondiscrimination Policy

Peter Lau, Director  
Office of Equal Opportunity/Affirmative Action  
Sacramento Hall 259  
(916) 278-6907

### Race, Color, and National Origin

The California State University complies with the requirements of Title VI and Title VII of the Civil Rights Act of 1964 as amended and the regulations adopted thereunder. No person shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program of the California State University.

### Disability

The California State University does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities. Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations adopted thereunder and the Americans with Disabilities Act of 1990 prohibit such discrimination. Peter Lau, the Director of Equal Opportunity/Affirmative Action, has been designated to coordinate the efforts of California State University, Sacramento to comply with these Acts and their implementing regulations. Inquiries concerning compliance may be addressed to his office.

### Sex

The California State University does not discriminate on the basis of sex in the educational programs or activities it conducts. Title IX of the Education Amendments of 1972, as amended, and the administrative regulations adopted thereunder prohibit discrimination on the basis of sex in education programs and activities operated by California State University, Sacramento. Such programs and activities include admission of students and employment. Inquiries concerning the application of Title IX to programs and activities of California State University, Sacramento may be referred to Peter Lau, the campus officer assigned the administrative responsibility of reviewing such matters or to the Regional Director of the Office of Civil Rights, Region IX, 50 United Nations Plaza, Room 239, San Francisco, California 94102.

The California State University is committed to providing equal opportunities to male and female CSU students in all campus programs, including intercollegiate athletics.

### Sexual Orientation

By CSU Board of Trustees policy, the California State University does not discriminate on the basis of sexual orientation.

## Appendix H

### University Library Policies and Procedures

(916) 278-6926  
[www.library.csus.edu](http://www.library.csus.edu)

#### I. Library Hours

##### Fall 2004/Spring 2005

Monday through Thursday ..... 7:15 a.m. - 11:00 p.m.  
Friday ..... 7:15 a.m. - 7:00 p.m.  
Saturday ..... 7:30 a.m. - 5:30 p.m.  
Sunday ..... 11:00 a.m. - 11:00 p.m.

##### Summer 2004

Monday through Thursday ..... 8:00 a.m. - 9:30 p.m.  
Friday ..... 8:00 a.m. - 5:15 p.m.  
Saturday ..... 8:00 a.m. - 5:15 p.m.  
Sunday ..... Closed

The schedule listed is for the times the Library is open during the spring, summer and fall semesters. Any change to this schedule will be published in the Class Schedules and will be posted in the Library and on the Library's web site. For Library hours, call (916) 278-6926. To obtain detailed information on Library policies and procedures, please call or visit our web site at [www.csus.edu/library/services](http://www.csus.edu/library/services). For Library information, call (916) 278-6291.

**II. Library Privileges**

The CSUS OneCard serves as a library card. Students must present a valid OneCard each time a book/item is checked out or renewed. Library privileges are nontransferable and the OneCard may be used only by the person to whom it has been issued.

**III. Loan Periods and Renewal Procedures**

The normal loan period is for three weeks with renewal privileges for additional three-week periods, providing another patron has not placed a hold on the book. Books required for the Reserve Book Room are subject to immediate recall, while all others are subject to recall after the initial three-week loan period.

**IV. Lost Book and Excessive Use Fees**

Books are overdue one day after the date stamped in the book. There is no "Grace Period." If an item is not returned, checkout and renewal privileges will be suspended seven days after the due date. Provided there is no recall of the item, no fines will accrue until the forty-fourth day after the due date. After that day, a bill will be sent reflecting the cost of the book, a \$10 processing fee, and a \$10 overdue fine. The fee for an item returned forty-four or more days late is \$10.

**V. Overdue Reminder, Bills and Overdue Fee Notices**

A courtesy reminder notice will be mailed seven days after the due date stamped in the book if the book has not been returned to the library.

Appendix I

**Schedule Fees, 2002-2003**

Legal residents of California are not charged tuition. The following reflects applicable systemwide fees and nonresident tuition for both the quarter and the semester. (Fees are subject to change without notice.)

**All Students**

**Application Fee** (nonrefundable), payable by check or money order at time application is made: \$55

**State University Fee** for all campuses except California State University, Stanislaus:

Units	Per Semester	Per Quarter	Academic Year
UNDERGRADUATE			
0.0 to 6.0	\$594	\$304	\$1,188
6.1 or more	\$1,023	\$524	\$2,046
Units	Per Semester	Per Quarter	Academic Year
GRADUATE			
0.0 to 6.0	\$654	\$336	\$1,308
6.1 or more	\$1,128	\$578	\$2,256

**California State University, Stanislaus:**

Units	Per Semester	Per Winter Quarter	Academic Year
UNDERGRADUATE			
0.0 to 6.0	\$385	\$142	\$912
6.1 or more	\$715	\$142	\$1,572
GRADUATE			
0.0 to 6.0	\$426	\$156	\$1,008
6.1 or more	\$789	\$156	\$1,734

**Nonresident Students (U.S. and Foreign)**

**Nonresident Tuition** (in addition to other fees charged all students) for all campuses:

Charge Per Unit	Quarter	Semester
	\$188	\$282

The nonresident fee for California State University, Stanislaus, is the same as the semester unit charge, \$282. The total fee paid per term will be determined by the number of units taken, including those in excess of fifteen.

Mandatory systemwide fees are waived for those individuals who qualify for such exemption under the provisions of the California Education Code (see section on fee waivers).

## Appendix J

### **Institutional And Financial Assistance**

The following information concerning student financial assistance may be obtained from the Financial Aid Office, Lassen Hall 1006, (916) 278-6554:

1. student financial assistance programs, including state grants, available to students who enroll at California State University, Sacramento;
2. the procedures and forms by which application for student financial assistance is made;
3. the student eligibility requirements for financial assistance and the criteria used in determining how financial assistance is distributed among eligible applicants who enroll at California State University, Sacramento, and
4. the rights and responsibilities of students receiving financial assistance including aid provided under federal Title IV student assistance programs.

Information concerning the cost of attending California State University, Sacramento is available from the Financial Aid Office, Lassen Hall 1006, (916) 278-6554, and includes fees and tuition (where applicable); the estimated costs of books and supplies; estimates of typical student room and board costs and typical commuting costs; and, if requested, additional costs for specific programs.

Information concerning the refund policies of California State University, Sacramento for the return of unearned tuition and fees or other refundable portions of institutional charges is available from the Student Financial Services Center, Lassen Hall 1001, (916) 278-4270.

Information concerning policies regarding the return of federal Title IV student assistance funds as required by regulation is available from the Financial Aid Office, Lassen Hall 1006, (916) 278-6554.

Information concerning the academic programs of California State University, Sacramento may be obtained from the Vice President for Academic Affairs, Sacramento Hall 230, (916) 278-6331; and may include:

1. the current degree programs and other educational and training programs;
2. the instructional, laboratory, and other physical plant facilities that relate to the academic program;
3. the faculty and other instructional personnel;
4. data regarding student retention and graduation at California State University, Sacramento and, if available, the number and percentage of students completing the program in which the student is enrolled or has expressed interest; and
5. the names of associations, agencies, or governmental bodies which accredit, approve, or license the institution and its programs, and the procedures under which any current

or prospective student may obtain or review upon request a copy of the documents describing the institution's accreditation, approval, or licensing.

Information regarding special facilities and services available to students with disabilities may be obtained from Lassen Hall 1008, (916) 278-6955.

Information concerning California State University, Sacramento policies, procedures, and facilities for students and other to report criminal actions or other emergencies occurring on campus may be obtained from the Vice President, Student Affairs, Lassen Hall 3008, (916) 278-6060.

Information concerning California State University, Sacramento annual campus security report may be obtained from the Vice President, Student Affairs, Lassen Hall 3008, (916) 278-6060.

Information concerning the prevention of drug and alcohol abuse and rehabilitation programs may be obtained from the Vice President, Student Affairs, Lassen Hall 3008, (916) 278-6060.

Information regarding student retention and graduation rates at [name of institution] and, if available, the number and percentage of students completing the program in which the student is enrolled or has expressed interest may be obtained from the Office of the Vice President for Academic Affairs, Sacramento Hall 230, (916) 278-6331.

Information concerning athletic opportunities available to male and female students and the financial resources and personnel that California State University, Sacramento dedicates to its men's and women's teams may be obtained from the Office of Intercollegiate Athletics in Yosemite Hall 134, (916) 278-6348.

Information concerning grievance procedures for students who feel aggrieved in their relationships with the university, its policies, practices and procedures, or its faculty and staff may be obtained from the Vice President, Student Affairs, Lassen Hall 3008, (916) 278-6060.

The federal Military Selective Service Act (the "Act") requires most males residing in the United States to present themselves for registration with the Selective Service System within thirty days of their eighteenth birthday. Most males between the ages of 18 and 25 must be registered. Males born after December 31, 1959, may be required to submit a statement of compliance with the Act and regulations in order to receive any grant, loan, or work assistance under specified provisions of existing federal law. In California, students subject to the Act who fail to register are also ineligible to receive any need-based student grants funded by the state or a public postsecondary institution.

Selective Service registration forms are available at any U.S. Post Office, and many high schools have a staff member or teacher appointed as a Selective Service Registrar. Applicants for financial aid can also request that information provided on the Free Application for Federal Student Aid (FAFSA) be used to register them with the Selective Service. Information on the Selective Service System is available and the registration process may be initiated online at <http://www.sss.gov>.

## Appendix K

### Personal Safety and Protection of Property

**Emergencies:** Dial ext. 911 (campus phone)

**Non-Emergency Assistance:** Dial (916) 278-6851

The University and the Department of Public Safety encourage the prompt reporting of any incident that compromises the safety, health or rights of University community members. The Department of Public Safety is the primary respondent for campus emergencies and reports of criminal activity on campus. Officers are fully certified by the State of California and cooperate with State and local police agencies, resulting in the University's awareness of criminal activity, perpetrated beyond the campus, by students. Reports of criminal activity will be fully investigated, and appropriate referrals made to the courts, the University, or both.

**Campus Buildings:** Buildings on the CSUS campus remain open only through the completion of the last scheduled event. A daily schedule is provided to Facilities Management and buildings are locked on the basis of that schedule. Only employees with offices in or maintenance responsibilities for those buildings have access after buildings are locked.

**Personal Safety Training:** The Department of Public Safety employs a full-time Crime Prevention Training Officer, who is available on request for presentations to students, faculty, or staff (916) 278-6851. A full-time employee is available for seminars concerning personal safety for women through the Rape Prevention Education Program (916) 278-5422. In addition, students are employed through the Department of Public Safety as Community Service Officers with primary responsibility for additional security in the inner campus and to the Residential Life Complex.

**Residence Halls:** CSUS Residence Halls policy requires that exterior doors be locked at all times. All residents are issued a key for personal access. All guests must be accompanied by a resident. Additional information is contained in the Guide to Residential Living available through the Office of Residential Life in Sierra Hall.

**Publications:** Brochures are available through the Department of Public Safety which provide additional information under the following titles: Personal Safety, Auto Theft, Bicycle Safety, Resources Against Rape, Protecting Valuable Property, Operation Identification, and Emergencies on Campus. The CSUS Rape Prevention Education Program has a brochure on Rape Prevention and another on Acquaintance Rape. An Emergency Response Manual is available to the campus community through Public Safety with information concerning procedures for fire, earthquake, serious injury, bomb threat, hazardous material leaks, and crime in progress.

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, California State University, Sacramento has made crime statistics available online at [www.csus.edu/police/cleryact.htm](http://www.csus.edu/police/cleryact.htm). Reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by CSUS and on public property within, or immediately adjacent to and accessible from the campus during the last three years are included. Print copies are available in the library, and by request from the Office of Public Safety and the Office of the Vice President for Student Affairs.

# Appendix L

## California Articulation Number (CAN)

The California Articulation Number (CAN) System identifies the transferable, lower division, introductory (preparatory) courses commonly taught on California college campuses. The system assures students that CAN courses on one participating campus will be accepted “in lieu of” comparable CAN courses on another participating campus. For example: CAN ECON 2 on one campus will be accepted for CAN ECON 2 on every other participating campus. Each campus retains its own numbering system, but adds the CAN designation parenthetically in its publications. Check with counseling offices, academic advising offices, or articulation officers for current listings of CAN courses and campuses participating in the CAN system. A CAN CATALOG listing campuses and courses is published annually.

### California Articulation Number CSU Sacramento Courses

CAN AJ 2 ..... CRJ 1	CAN ENGL 10 ..... ENGL 40B	CAN JOUR 4 ..... JOUR 55
CAN AJ 8 ..... CRJ 4	CAN ENGL 14 ..... ENGL 50A	CAN MATH 2 ..... MATH 1
CAN ANTH 2 ..... ANTH 1	CAN ENGL 16 ..... ENGL 50B	CAN MATH 16 ..... MATH 29
CAN ANTH 4 ..... ANTH 2	CAN ENGL 18 ..... ENGL 71A	CAN MATH 18 ..... MATH 30
CAN ART 2 ..... ART 1A	CAN ENGR 2 ..... ENGR 4	CAN MATH 20 ..... MATH 31
CAN ART 4 ..... ART 1B	CAN ENGR 4 ..... ENGR 45	CAN MATH 22 ..... MATH 32
CAN ART 6 ..... ART 50	CAN ENGR 8 ..... ENGR 30	CAN MATH 24 ..... MATH 45
CAN ART 8 ..... ART 20A	CAN ENGR 10 ..... CE 9	CAN MATH 26 ..... MATH 35
CAN ART 10 ..... ART 21	CAN ENGR 12 ..... ENGR 17	CAN MATH 30 ..... MATH 26A
CAN ART 12 ..... ART 88	CAN FCS 2 ..... FACS 10	CAN MATH 32 ..... MATH 26B
CAN ART 14 ..... ART 60	CAN FCS 8 ..... FACS 11	CAN MATH SEQ B ..... MATH 30+31
CAN ART 16 ..... ART 70	CAN FREN 2 ..... FREN 1A	CAN MATH SEQ C ..... MATH 30+31+32
CAN ART 22 ..... ART 27	CAN FREN 4 ..... FREN 1B	CAN MATH SEQ D ..... MATH 26A+26B
CAN ART 26 ..... ART 74	CAN FREN 8 ..... FREN 2A	CAN PHIL 2 ..... PHIL 6
CAN ART SEQ A ..... ART 1A+1B	CAN FREN 10 ..... FREN 2B	CAN PHIL 4 ..... PHIL 2
CAN BIOL 2 ..... BIO 10	CAN FREN SEQ A ..... FREN 1A+1B	CAN PHIL 8 ..... PHIL 20
CAN BIOL 4 ..... BIO 11	CAN FREN SEQ B ..... FREN 2A+2B	CAN PHIL 10 ..... PHIL 21
CAN BIOL 6 ..... BIO 12	CAN GEOG 2 ..... GEOG 1	CAN PHYS 2 ..... PHYS 5A
CAN BIOL 10 ..... BIO 22	CAN GEOG 4 ..... GEOG 2	CAN PHYS 4 ..... PHYS 5B
CAN BIOL SEQ A ..... BIO 10+11+12	CAN GEOG 6 ..... GEOG 1+11	CAN PHYS 8 ..... PHYS 11A
CAN BUS 2 ..... ACCY 1	CAN GEOL 2 ..... GEOL 10+10L	CAN PHYS SEQ A ..... PHYS 5A+5B
CAN BUS 4 ..... ACCY 2	CAN GEOL 4 ..... GEOL 12+12L	CAN PHYS SEQ B ..... PHYS 11A+11B+11C
CAN BUS 12 ..... OBE 18	CAN GERM 2 ..... GERM 1A	CAN PSY 2 ..... PSYC 1
CAN BUS SEQ A ..... ACCY 1+2	CAN GERM 4 ..... GERM 1B	CAN REC 2 ..... RLS 30
CAN CHEM 2 ..... CHEM 1A	CAN GERM 8 ..... GERM 2A	CAN REC 4 ..... RLS 32
CAN CHEM 4 ..... CHEM 1B	CAN GERM 10 ..... GERM 2B	CAN REC 6 ..... RLS 42
CAN CHEM 6 ..... CHEM 6A	CAN GOVT 2 ..... GOVT 1	CAN RUSS 2 ..... RUSS 1A
CAN CHEM 8 ..... CHEM 6B	CAN HIST 2 ..... HIST 4	CAN RUSS 4 ..... RUSS 1B
CAN CHEM 12 ..... CHEM 31	CAN HIST 4 ..... HIST 5	CAN RUSS 8 ..... RUSS 2A
CAN CHEM SEQ A ..... CHEM 1A+1B	CAN HIST 8 ..... HIST 17A	CAN RUSS 10 ..... RUSS 2B
CAN CHIN 2 ..... CHIN 1A	CAN HIST 10 ..... HIST 17B	CAN SOC 2 ..... SOC 1
CAN CHIN 4 ..... CHIN 1B	CAN HIST SEQ A ..... HIST 4+5	CAN SOC 4 ..... SOC 3
CAN CHIN 8 ..... CHIN 2A	CAN HIST SEQ B ..... HIST 17A+17B	CAN SPAN 2 ..... SPAN 1A
CAN CHIN 10 ..... CHIN 2B	CAN ITAL 2 ..... ITAL 1A	CAN SPAN 4 ..... SPAN 1B
CAN DRAM 6 ..... THEA 10	CAN ITAL 4 ..... ITAL 1B	CAN SPAN 8 ..... SPAN 2A
CAN DRAM 8 ..... THEA 11	CAN ITAL 8 ..... ITAL 2A	CAN SPAN 10 ..... SPAN 2B
CAN DRAM 10 ..... THEA 20	CAN ITAL 10 ..... ITAL 2B	CAN SPAN SEQ A ..... SPAN 1A+1B
CAN DRAM 12 ..... THEA 16	CAN JAPN 2 ..... JAPN 1A	CAN SPAN SEQ B ..... SPAN 2A+2B
CAN DRAM 18 ..... THEA 1	CAN JAPN 4 ..... JAPN 1B	CAN SPCH 4 ..... COMS 4
CAN ECON 2 ..... ECON 1A	CAN JAPN 8 ..... JAPN 2A	CAN SPCH 6 ..... COMS 2
CAN ECON 4 ..... ECON 1B	CAN JAPN 10 ..... JAPN 2B	CAN SPCH 8 ..... COMS 8
CAN ENGL 2 ..... ENGL 1A	CAN JAPN SEQ A ..... JAPN 1A+1B	CAN STAT 2 ..... STAT 1
CAN ENGL 6 ..... ENGL 30A	CAN JAPN SEQ B ..... JAPN 2A+2B	
CAN ENGL 8 ..... ENGL 40A	CAN JOUR 2 ..... JOUR 30	