

INFORMATION FOR STUDENTS DECLARING MAJORS IN COMMUNICATION OR JOURNALISM

What grade point average will I need to qualify for graduation?

A 2.25 in your major courses is required to qualify for graduation in all Communication department majors. _____ *Initial here*

Do I need to have a minor?

Yes. All majors in the Communication Department require either the completion of a minor OR a second major to qualify for graduation.
_____ *Initial here*

How long will it take me to complete my degree?

Students in the Communication Department may need at least three – and often up to five – semesters to complete their requirements. Core courses for each major must be taken in sequence. All prerequisites must be met for each course. _____ *Initial here*

Where can I find my degree checklist?

You can find the checklist for all majors and minors offered by the Comm Department on our website:
<http://academics.uww.edu/cac/communication/currentresources.html>. _____ *Initial here*

What if a course I need is full?

Entry into any journalism or communication course cannot be guaranteed for any one semester, even if that course is required, due to high demand for these courses. If there is a course you wish to take and it is filled, you may fill out an appeal form. Filing an appeal form does not guarantee admission to the class. It simply guarantees that all students will be given a fair chance at whatever vacancies occur. Comm and Journalism instructors cannot add students to their classes manually, therefore, direct your requests to the department office. Appeal forms are available on the Comm Dept website and paper copies are available outside the Comm Dept Office. _____ *Initial here*

Can I “double dip” courses between my major and minor?

No. If a course appears on the checklist for both your major and for your minor, the course can only satisfy a line on one sheet and cannot be used simultaneously for both your major and minor. If a course appears on both checklists, work with your advisor to find a suitable replacement.
_____ *Initial here*

Can I use the “satisfactory/no credit” option for courses in my major?

No. All courses in the major and minor must be taken on a “graded basis”, not “satisfactory/no credit.” _____ *Initial here*

How do I get my advising hold removed?

You will need to participate in departmental advising before you can register for credits. If you have **24 or more credits**, you will need to come to our group advising session. (Dates will be emailed to your campus email account.) Please go to our department website to view the advising video tutorial for additional help. _____ *Initial here*

What happens if I forget to go to advising?

You will need to come to the Communication Office to file an advising waiver. (Be aware that this will significantly delay your registration time.)
_____ *Initial here*

Can I get advising help in addition to the group advising sessions?

Yes. You are welcome to arrange a one-on-one advising appointment anytime. To setup an advising appointment, stop by or call the Comm Dept Office, Heide Hall 406, 262-472-1034. _____ *Initial here*

What else do I have to do besides complete my course work to qualify for graduation?

You will need to complete the **university writing requirement** in a course designated * on your respective checklist. You will also need to complete a **Communication Department exit survey**, found on the Comm Dept website, during your last semester. Please see _____ *Initial here*

When should I apply for graduation?

You should apply during your second-to-last semester for graduation. To apply, visit the Registrar’s Dept. website _____ *Initial here*

I understand the Department of Communication requirements outlined above and agree to abide by these and all other relevant department, college and university requirements.

Signature

Printed Name

Date