

## Welcome to the School of Art and Art History (SAAH)- Tips for Transfers

- ❖ Is all of your college coursework showing on your degree audit? Students must report all post-secondary work to the UI. *To have transcripts sent* to Iowa contact your former colleges' registrar offices.
- ❖ Do you want to have a portfolio review to see if any of your art courses taken at a college will transfer in to meet requirements of the major? If so, portfolio reviews are held the Friday before the semester begins. Information can be found on the SAAH website- undergraduates- transfers. Contact [megan-k-lyons@uiowa.edu](mailto:megan-k-lyons@uiowa.edu) to set up your portfolio review time.
- ❖ If applicable, remember to contact your second major advisor before the semester begins.
- ❖ Is your health form in to Student Health? Failure to complete the health form will result in delayed registration next semester.
- ❖ Remember to complete the College Expectations course (0 s.h. and accessed through ICON) by the deadline!
- ❖ You will be receiving an eArt Advising newsletter every 2-3 weeks with information about deadlines, info sessions, honors, student activities and more that is related to your Studio Art and/or Art History major. Please read the information.
- ❖ You can access the eArt Advising and the list of info sessions from the **School of Art and Art History (SAAH) webpage; resources-for students** : <http://www.art.uiowa.edu/resources>. **Please make it a priority to attend info sessions.**
- ❖ Spend some time on the department website
  - Sign up for our Facebook, Twitter, Instagram and YouTube sites. Links located at the bottom of the SAAH webpage.
  - What special opportunities are available for students in SAAH? Find under SAAH-Resources-For Students
- ❖ If you wish to change your course schedule prior to the start of the semester:
  - To change *sections* of a course already on your schedule log onto myUI, click "registration" then click "change section" to the right of the enrolled course to see available sections. There is no need to contact an advisor if you are simply changing a section for a different time.
  - To change the courses you are enrolled in, please email one of the academic advisors to discuss the changes and any possible effects to your overall plan of study. International students may need permission of ISSS to drop courses.
- ❖ Adding and dropping courses after the semester begins:
  - You may make changes to your schedule using your myUI account through the first week of classes. Please discuss any course changes with your academic advisor either Lynne or Megan. **You can see both advisors, even though only one name appears on your degree audit.**
  - After the first week of classes you can drop courses online through your MyUI change of registration. You must send an email to the advisors as they do not get automatic notification you have sent a drop request. Adding a course will require a hard copy form. Instructors need to sign the add forms first, before the advisor. International students need ISSS permission to drop courses.
- ❖ How and when to contact your advisor:
  - You may contact us by phone or email whenever you have a question related to your student status.
  - You can set up advising appointment online from your MyUI account or send us an email to set up a time.
  - Most importantly, you are never bothering us. We prefer to meet with you as frequently as possible so that you get to know the resources at the University of Iowa and in the SAAH and enjoy the richness of the opportunities they provide. Please set an appointment with Lynne or Megan by the end of the second week of classes to check in.
- ❖ For a comprehensive guide to being a student in the College of Liberal Arts and Science, see the CLAS Student Handbook at: <http://clas.uiowa.edu/students>

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## Campus Referrals Guide—Fall 2019

_____ Admissions	107 Calvin Hall, 335-3847	transfer credit, ACT, transcripts from outside UI
_____ Business Undergrad Prgms Office	C140 PBB, 335-1037	admission and program information
_____ Pomerantz Career Center	C310 Pomerantz Ctr., 335-3196	career info, internships, interest assessments
_____ Center for Diversity & Enrichment	24 Phillips Hall, 335-3555-CDE	diversity programming, Advantage Iowa
_____ Chemistry Center	18 Phillips Hall, 335-1288-TRiO/SSS	tutoring/support for qualified students (NDIL)
_____ Chemistry Help Center	E225 CB, 335-1341	a/d chem classes, waitlist questions
_____ CLAS Acad Prog & Student Dev.	E208 CB	tutoring for chemistry classes, schedule at Chem Ctr
_____ Credit and Money Management	120 Schaeffer Hall, 335-2633	2nd grade, change major, probation, appeals, FLIP
_____ Division of Continuing Ed	260B IMU, 335-3059	free debt and credit counseling
_____ Education Student Services	250 CEF (Dub & Wash), 335-2575	GIS, Distance Ed, BLS
_____ Engineering Admissions	N310 Lindquist Center, 335-5359	admission and program information
_____ ESL	3124 Seamans Center, 335-5763	Jane Dorman, admissions and program info
_____ Evaluation & Exam Service	1112 UCC, 335-5630	English testing/special permission codes
_____ Financial Aid	300 Jefferson, 335-0356	UI placement tests and professional exams
_____ Honors	208 Calvin Hall, 335-1450	financial aid questions, work study, jobs
_____ Housing	420 Blank Honors Ctr., 335-1681	classes/programs for Honors students, 3.33 UI GPA
_____ ID Replacement	4141 Burge Hall, 335-3000	on-campus housing or meal plan questions
_____ Information Technology (ITS)	3 Jessup Hall, 335-2716	replace your ID card
_____ Mathematics Tutorial Lab	2800 UCC, 384-4357	reset password, email/computer problems
_____ ISSS	125 MacLean Hall	tutoring in mathematics courses
_____ Registrar, Main Office	1111 UCC, 335-0335	international students, visas
Graduation Analysis	1 Jessup Hall, 335-0238	residency, vets-GI bill, tuition appeals
Registrar's Service Center	2700 UCC, 335-0228	degree audit, residency, graduation
	2700 UCC, 384-4300	drop/add, withdraw, reset password, name change
	Fax: (319) 335-1999	
_____ Residence Life	260 Stanley Hall, 335-3700	wellness checks
_____ Speaking Center	412 EPB, 335-0205	help with preparing speeches
_____ Statistics Tutorial Lab	202 CC, 353-2970	tutoring for beginning statistics classes
_____ Student Disability Services	3115 Burge, lower level, 335-1462	disability accommodation
_____ Student Health Service	4189 Westlawn, 335-8370	immunization records, appointments—335-8394
_____ Student Health Insurance Plan	120 USB, 335-2676	health insurance for students
_____ Student Services, VP Office	135 IMU, 335-1162	verifications when transferring from UI, disciplinary
_____ Study Abroad	1111 UCC, 335-0353	study abroad programs through UI or other colleges
_____ U-Bill, University Billing Office	2700 UCC, 335-0071	fees, bills, payment plans, parent billing info
_____ University College	310 Calvin Hall	U-College Dean's approval for late drop/add
_____ University Counseling Service	3223 Westlawn, 335-7294	individual and group counseling, study skills
_____ Veterans Center	111 Communications Center, 335-3152	general support,
GI Bill Services	34 Macbride Hall, 335-0226	advocacy for benefits
_____ Writing Center	110 EPB, 335-0188	help with writing papers

## Facts and links that will make your transition easier:

1. **STUDENT ORGANIZATIONS**- There are many student organizations at the University of Iowa.  
<http://studentlife.uiowa.edu/>
  - a. Check out the new transfer student org- Transfers Leading Change TLC@Iowa
  - b. Some of the orgs that involve art students include: Ceramics club; UI Design; EPX studios; Undergraduate Art History Society (UAHS); Photography Club; Student Video Productions (SVP);
2. **CERTIFICATES** can be a great addition to your major and expand your networking. Find certificates, majors and minors here:  
<http://clas.uiowa.edu/departments-and-divisions/certificates>
3. **TUTORING services**:  
<https://tutor.uiowa.edu/> you can find tutors here for specific subjects and you can also be a tutor. Contact them for qualifications.  
<http://housing.uiowa.edu/tutoring>  
<http://clas.uiowa.edu/students/tutoring>  
<https://tutor.uiowa.edu/private-tutors/>  
<https://tutor.uiowa.edu/find-help/help-labs/residence-life-tutoring-program/>  
<http://uc.uiowa.edu/student-success/arc>
4. **SAAH webpage** with student information on: eArt Advising newsletters, info sessions and internship or job opportunities.  
<http://www.art.uiowa.edu/resources> go to the “for student” section  
**SAAH transfer webpage with information about portfolio reviews:**  
<http://www.art.uiowa.edu/undergraduate-program/transfer-students>
5. The **CAREER COUNSELORS** for the School of Art and Art History are : [garry-klein@uiowa.edu](mailto:garry-klein@uiowa.edu) and [amy-bartachek@uiowa.edu](mailto:amy-bartachek@uiowa.edu) Please contact them for any of your career questions. The career center offers a huge range of information and resources.  
Here is a link to the career center: <http://careers.uiowa.edu/students>
6. **CAMBUS**: Schedules, routes and more: <http://transportation.uiowa.edu/routes-schedules-maps>  
**BONGO**: is the cambus app for your smart phone.
7. **SAAH Who’s who in SAAH Admin**: Steve McGuire is the DEO, Troy Fitzpatrick is the School Administrator; Brenda Longfellow is the head of Art History and Bradley Dicharry is the head of Studio Arts.
8. **SAAH ADVISORS**- Even though you will have the name of Lynne or Megan as your advisor, you can see either. You will also have the name of a faculty member as an advisor. The faculty member is available for information about a career, Megan and Lynne help with courses, academic plans, study abroad, honors and more. You can set up advising appointments from your MyUI or email either of them for an appointment.

9. **BA and BFA degrees.** Make an appointment with Lynne or Megan to discuss the difference between the two degrees, and plan how to meet your career and academic objectives. It is also important to meet with them if you are planning on completing a double major or incorporating Art Ed, minors or certificates into your academic objectives.
10. **BA and BFA Degree links:**  
<http://www.art.uiowa.edu/undergraduate-program/studio-art/requirements-ba-studio-arts>  
<http://www.art.uiowa.edu/undergraduate-program/studio-art/bachelor-fine-arts-bfa-studio-arts>
11. **TERMINOLOGY of SAAH:**
  - a. **Programs:** We have 10 programs in 3D and 2D. The 3D programs are: jewelry/metals, sculpture, ceramics, 3D Design and Intermedia. We have 5 in 2D: graphic design, printmaking, photography, drawing and painting. Animation is not a full program, but you can use the intro course to satisfy a requirement of the major. You can get a BFA in a program, if selected to the BFA track through the clearance process.
12. **ELEMENTS COURSES-** These are only for non-majors.
13. **SCHOLARSHIPS-** There are university scholarships and internships that you need to look for under the University and CLAS websites. The SAAH Scholarships are due on Feb. 1 for the following academic year and can be found at: <http://www.art.uiowa.edu/undergraduate-program>.
16. **STUDY ABROAD-**Study Abroad offers a huge variety of opportunities, during the summer, winter and semesters. You can find more information about study abroad at: <http://international.uiowa.edu/study-abroad>
17. **HONORS-** Your final semester senior year, if you have a UI GPA of at least 3.33 and a major GPA of at least 3.5, you are eligible to graduate with Honors in the Major, your final semester. There are several steps required. Please see Lynne or Megan for more information. You can also access information about honors at: <http://www.art.uiowa.edu/undergraduate-program/studio-art/honors-in-studio-arts>
18. **DEGREE AUDIT:** It is critical to understand your degree audit. You are solely responsible for completing the requirements of your degree. Your degree audit is very important in helping you do that. Your advisors will review your degree audit with you when you meet with them. It is not mandatory meeting with advisors, so you need to initiate making the appointment. You can sign up for advising appointments on myUI or email them with a request to meet.  
  
Link to power point on understanding your degree audit: <http://online.uiowa.edu/isis/DegreeAudit/>
19. **PROBATION:** If you get put on probation, please make sure to check in with Lynne or Megan so we can help you be successful and negotiate what you need to do to get off probation.  
<http://clas.uiowa.edu/students/students-academic-policies/academic-probation>
20. **CLAS FAQ's** – want to know more about second grade option, majors, degree audits see this link:  
<http://clas.uiowa.edu/students/faq>
21. **TRANSFER INFORMATION:**  
UI: <https://admissions.uiowa.edu/future-students/transfer-students>  
<https://newstudents.uiowa.edu/advising-and-class-registration#Transfers>