General College

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Since 1992, the mission of General College (GC) has been to prepare students for transfer into baccalaureate degree programs at the University of Minnesota or other accredited colleges and universities. As one of eight freshman-admitting colleges at the University, GC admits students who are highly motivated to pursue a college education at a major research institution but do not meet the admission requirements of the University’s other freshman-admitting colleges. Hallmarks of GC include its commitment to diversity, a challenging curriculum that prepares students to succeed when they transfer, and dedicated faculty, advisers, and staff who work together—making the college a national model in developmental education. Enrollment is approximately 1,600 students, with 875 new students joining the returning students each fall. Students enjoy access to the resources offered by a large, internationally-ranked research institution located in a major urban area as well as the personalized attention of a small college committed to providing high-caliber human and technological resources to its students. On the average, students admitted to GC transfer to a degree-granting college within the initial four semesters.

GC is primarily housed in Appleby Hall on the east bank of the Minneapolis campus.

Application/Admission

Application deadlines and admission policies and procedures are subject to change. For current information, contact the Office of Admissions at 612-625-2008, 800-752-1000, or <http://admissions.tc.umn.edu>.

New Student Orientation

After students are admitted to the University, they receive information from GC about steps that they need to take before they are invited to orientation. These steps include paying the confirmation fee, taking appropriate placement tests, and filling out a survey related to their academic plans. Once all steps are completed, the student receives an orientation date. All new students who enroll in GC must attend a two-day orientation session during which they register for classes. Orientation sessions are held in June and early July.

On the first day of orientation, students are introduced to resources, services, and programs at the University. Students also receive a copy of the Class Schedule, General College Student Workbook, and other registration materials. The General College Student Workbook offers information on the curriculum, liberal education requirements for the University, registration procedures and deadlines, information on academic progress, and guidelines for academic planning. The workbook also provides students with useful information about the college and the University, current policies and procedures, worksheets to help plan and prepare for registering for classes, and tips on how to succeed in school.

On the second day of orientation, students have a one-hour individual appointment with an academic adviser to review their registration materials, interpret placement test results, and plan their first semester’s schedule. Students then self-register for classes online.

Math Placement Assessment—All students admitted to GC must take a math placement assessment test before they can attend orientation and register for classes. This test can be completed online at <www.onestop.umn.edu/placement>. GC offers math courses for those who need to brush up on their basic math skills before attempting college-level math courses. For more information on GC’s math placement assessment test, GC math courses, or college-level math courses, contact the Student Information Center at 612-625-3339 or gcinfo@umn.edu.

Curriculum

GC classes are small, with an excellent student-to-instructor ratio that allows students to receive more personalized attention. Most sections of freshman writing courses are limited to 18 students and taught in computer classrooms. Humanities, mathematics, and social science courses range from 30 to 40 students. Science courses range from 25 to 200 students in lectures, with smaller labs of 12 to 25 students. A high percentage of GC courses are taught by faculty who have received the University’s prestigious H.T. Morse/Minnesota Alumni Association Award for Outstanding Contributions to Undergraduate Education. Thirty-one GC faculty have received the award since its inception in 1967.

Most GC courses meet the University’s liberal education and writing intensive requirements and are transferable. Freshmen are required to take courses in composition, social science, natural science, and humanities. Courses are designed to teach content while also building skills in critical thinking, reading, writing, and computing. Many courses have a multicultural emphasis and incorporate innovative teaching methods.
GC also offers pre-college level, noncredit mathematics courses for any University student who needs them. Placement tests are used to determine the student’s mathematics level. Students placed into advanced mathematics courses offered by the Institute of Technology may begin taking them while enrolled in GC.

Most students will be in GC for three or four semesters. During the first year, students take all GC courses (appropriate foreign language or mathematics courses excepted). In their third semester, students will take a combination of GC and non-GC courses and will generally apply for transfer to a degree-granting unit. The retention and transfer rates for new students entering GC are excellent. For students who entered the college in 2000, the first-year to second-year retention rate was 76.3 percent, comparing very favorably with other freshman-admitting colleges. Students starting in GC and transferring to CLA graduate at rates comparable to students who initially start in CLA.

Several GC courses are also offered through the College of Continuing Education, and some of these classes meet off campus. Complete information about these courses is available in the current College of Continuing Education Catalog.

The GC Curriculum
Research has shown that students who get off to a strong start in their first two terms of college are more likely to be successful in completing a college degree. To help accomplish this, GC provides a supportive learning environment for students through its curriculum—a selection of core lower division courses that (with the exception of mathematics) meet University graduation requirements and introduce students to core disciplines of college study in a supportive environment. In addition to innovative instructional methods, the curriculum includes early and continued monitoring of students’ academic performance with timely advice to students about their progress and how to improve, if necessary. Students are expected to complete a variety of courses in writing, mathematics, natural sciences, social sciences, and humanities during their first year.

Policies
Registration Procedures—GC students must file a pre-registration agreement with an adviser each semester. Students are responsible for fulfilling that agreement, making sure that their registration is accurate, class hours do not conflict, course prerequisites have been met, and current courses are not equivalent to courses already completed.

GC Registration Policies—Students are expected to
- complete the following courses while enrolled in GC:
  - mathematics (complete any preparation requirements not completed in high school)
  - science (at least one course)
  - social sciences (at least one course)
  - humanities (at least one course)
  - freshman composition (completion of GC 1421 and GC 1422)
- complete a GC course in an area of study (science, social sciences, or humanities) before taking a non-GC course in that area
- have a registration plan approved by their adviser each semester

- register for at least one GC course each semester of residence in GC after the first two semesters of enrollment (exceptions to this policy require adviser and college approval)

Students should discuss with their advisers registration in second language courses as part of their transfer planning.

For additional information concerning registration procedures, see the General College Student Workbook.

Holds—A registration hold is an electronic code that restricts a student’s registration until the college or office that placed the hold either removes or temporarily releases it. A hold may be placed for a variety of reasons (poor academic progress, unpaid tuition or fees, lack of immunization records, overdue books, etc.) and can only be removed by the unit that placed it. There are three categories of GC holds: registration permission holds, academic progress holds, and transfer planning holds. These holds are not meant to punish students; instead they are meant to make sure that students receive advising assistance to select appropriate courses and make progress towards transferring into a baccalaureate degree program. GC places a hold on a student’s record if
- an adviser’s approval is required for registration;
- a completed transfer plan is not on file by the deadline (usually the fourth semester of enrollment);
- registration results in an accumulation of 60 credits or more (when students need to transfer to another college);
- the student is on academic probation;
- the student is suspended.

Registration Changes—After the start of a semester, students must have their adviser approval holds released by their advisers if they wish to add to their registration.

Credit Value—GC noncredit (0xxx) courses do not count toward graduation, but do count within the semester and the academic year, at their credit-equivalence value, toward the minimum credit load requirements for financial aid eligibility and athletic eligibility. Noncredit courses are course-fee based, not tuition-based. See the Class Schedule for more information.

Grades—Noncredit course grades are posted, on the transcript, for the semester of their registration. They are also considered in GC’s academic progress review, even though they do not affect the transcript’s cumulative GPA.

Monitoring Academic Performance—GC instructors use Academic Alert forms each semester to alert students and their advisers to possible problems. Advisers use the information on these alerts to work with students to help resolve problems. Instructors also evaluate student progress in the middle of the term and notify students and their advisers of the results.

Academic Standing—All University students are expected to maintain a GPA of at least 2.00. Because GC prepares students for transfer, the advising staff reviews all students’ academic progress every semester to determine academic status and progress. The three levels of academic status are good standing, academic probation, and academic suspension. Students’ academic achievement and progress toward transferring to another college are reviewed each semester. GC students must earn a 2.00 GPA each term in addition to maintaining a cumulative GPA of 2.00.
Satisfactory Progress—Students who maintain GC’s minimum academic requirements will continue in good standing. However, to successfully transfer to another college, students must meet that college’s admission standards.

Academic Recognition—Each semester the college recognizes and honors all students whose academic performance placed them on either the Dean’s List, the Dean’s Scholars List, or the GC Scholars List by sending letters of congratulation and posting the lists in a display case in the main hallway of Appleby Hall. Students named to the Dean’s List also have that honor noted on their transcript.

Dean’s List Criteria:
• semester GPA of at least 3.67 (A-)
• completion of at least 12 A-F (not S-N) credits during the semester (not including noncredit 0xxx courses)

Dean’s Scholars List Criteria:
• semester GPA of at least 3.67 (A-)
• completion of at least 12 A-F credits during the semester (including noncredit 0xxx courses)

GC’s Scholars List Criteria:
• Semester GPA of at least 3.00 (B)
• Completion of at least 12 A-F credits during the semester (including noncredit 0xxx courses)

Academic Probation—GC monitors students on academic probation, giving individual help to students who have academic difficulty in one or more courses. Students not meeting the minimum 2.00 GPA for one semester are placed on probation for the following semester. Students on probation must meet with their adviser early in the semester to identify past problems and develop strategies for future success. Continued lack of academic progress results in suspension.

Academic Suspension—Students who fail to make satisfactory progress toward good standing (i.e., both the semester and cumulative GPA fall below 2.00), after having had the opportunity to receive help with their academic problems and time to show improvement, are suspended from the University. Students on suspension are not allowed to register for any University courses for one full academic year, but may seek readmission after one year.

Progress Toward Transfer—Students assess their progress toward transfer at the end of their first year by meeting with their adviser and completing a yearlong course plan and transfer plan. All students must participate in the Transfer Check-In Program sponsored by GC’s Transfer and Career Center. Transfer Check-In provides information on majors and career assessment, and help in setting educational goals and preparing to transfer to another college.

Excessive Credits—Because GC’s mission is to prepare students for transfer, students who complete 60 credits and have not transferred will receive a registration hold prohibiting further registration in GC. Any exception to this restriction is the decision of the assistant dean based upon an individual review of the request and usually requires a written agreement between the student and the proposed transfer college.

Transfer Requirements—Each college and major has different requirements for transfer. Consult the college and program sections of this catalog, an adviser, or the Transfer and Career Center in 127 Appleby Hall (612-624-4346) for the most current transfer information on specific colleges and majors.

The Transfer and Career Center has transfer guides, detailed information, and deadlines for applying to other colleges. Students are also encouraged to make early contact with the college they wish to transfer to and begin the official transfer process early in the semester preceding the semester they plan to transfer. Transfer Application forms are available in either 127 Appleby Hall or 200 Fraser Hall and must be completed and returned to the One Stop Student Services Center in 200 Fraser Hall before the deadline. Most University programs follow University transfer deadlines of March 1 and October 1 of each year. Students are notified by mail of their application status.

Transfer Outside the University—Procedures for transferring to colleges outside the University may be discussed with a GC adviser. Requirements vary, but community and four-year colleges accept most GC credits.

Advising
Each student is assigned a professional adviser and keeps the same adviser while enrolled in GC. Students can schedule individual appointments with their adviser or meet with their adviser during walk-in appointment times. The Student Information Center, 25 Appleby Hall, can assist students with advising questions.

First-year students must have adviser approval for registration, which they receive by attending a preregistration group meeting and then meeting individually with their adviser. Group planning opportunities are offered throughout the semester. During their second semester, students must complete a yearlong plan indicating their preliminary transfer and degree goals.

Special Learning Opportunities

Directed Study—Directed study is student-directed learning. Students, in collaboration with a faculty sponsor, determine what they want to learn, set goals, and design a course of study. To arrange for directed study, students must submit to the director of academic affairs a contract form that has been worked out in consultation with a faculty mentor. Contract forms are available in 140 Appleby Hall. Credits earned in directed study do not usually transfer to other units in the University without special review or petition.

Student Information Center—The Student Information Center, 25 Appleby Hall (612-625-3339), is often able to provide help or referrals in matters that do not require students to meet with an adviser. The center also schedules individual appointments with the college’s advising staff. Students are encouraged to check the center’s bulletin boards for regularly updated announcements and information about the college and University.

Transfer and Career Center (TCC)—TCC, 127 Appleby Hall (612-624-4346), has online interest-assessment inventories, computerized career guidance programs, and a resource library for students to explore majors, career interests, colleges to transfer to, scholarships, and financial aid.

Academic Resource Center (ARC)—ARC, 11 Appleby Hall, is a clearinghouse for GC tutorial services in several subject areas and offers computer access for GC students.
• The Computer Center provides free access for GC students to Windows and Macintosh computers.
• The Math Center provides free walk-in assistance to students taking courses through precalculus.
• The Writing Center has tutors who can help students with writing at any stage of completion. Help can be provided by one-to-one consultation in the center or through e-mail at writers@umn.edu.

Appointments are not necessary for any part of ARC.

Commanding English (CE)—CE is a yearlong program for GC freshmen for whom English is a second language. ESL support is built into a sequence of credit-bearing GC courses (academic reading, basic writing, speech, immigration literature, sociology, anthropology, biology). Placement into CE is based on an English proficiency test score of 65 to 79 on the MELAB or
145 to 207 on the TOEFL. Students should allow enough time in the GC application process to complete any TOEFL or MELAB testing requirements. For CE application information, contact the GC Student Information Center, 25 Appleby Hall (612-625-3339).

Student Parent HELP Center—The programs and services of the Student Parent HELP Center are designed to promote access, retention, and academic success for University students who are parents. Located in 133/135 Appleby Hall, the Student Parent HELP Center assists all undergraduate student parents in any college on the Twin Cities campus. In addition to advising, counseling, and advocacy services, the center’s programs include child care funding, academic scholarships (limited to resources available), weekly peer support groups, special events and workshops, and an electronic newsletter. On-site services include a lounge and study room equipped with computers and printers. Full-time counselors/advocates assist with referrals and advocacy.

TRIO Programs—The following three TRIO programs are jointly funded by GC and the U.S. Department of Education.

Student Support Services (SSS)—SSS targets 100 to 120 new students each fall to participate in a multidimensional program that provides comprehensive academic support, supplemental study groups, learning communities, and leadership development. SSS students receive intensive advising and counseling, group and individual tutoring, and help with academic planning and career exploration. To be eligible for SSS, students must meet at least one of the following requirements: 1) be a first-generation college student (neither parent having a four-year degree), 2) meet income eligibility guidelines, or 3) have a physical or learning disability. For more information, contact SSS, 40 Appleby Hall, 128 Pleasant Street S.E., Minneapolis, MN 55455 (612-625-0772).

Ronald E. McNair Program—The Ronald E. McNair Program prepares low-income, first-generation college students for graduate study. Services to program participants include academic counseling, tutoring, test preparation for the Graduate Record Exam, paid research internships, mentoring, advocacy, and help in applying to graduate schools, plus seminars to help prepare for graduate study. Applications are available in 40 Appleby Hall, or call 612-625-0772.

Upward Bound—Upward Bound provides college preparation for low-income, high school students whose parents have not earned a college degree. Reading, writing, and mathematics skills are emphasized in the academic segment of the program; theatre, art, athletics, and experiential educational activities constitute the creative and recreational components. In addition to completing a six-week summer residential academic program, Upward Bound students participate in an academic year program of coursework and tutoring. Upward Bound is located in 2 Appleby Hall (612-626-1665).

Research and Outreach

Center for Research on Developmental Education and Urban Literacy (CRDEUL)—CRDEUL provides a forum for the development and support of research projects in developmental education and urban literacy, connects individuals from campus and community organizations who are interested in collaborative research, and increases the presence and visibility of this work through publications and forums. For more information, call 612-626-8706 or visit the Web site at <www.gen.umn.edu/research/crdeul/>.

Day Community—Day Community is a community mental health program that provides therapeutic, educational, and experiential learning services to metropolitan-area at-risk youth. Day Community also provides University students with opportunities for internships and work experiences. Day Community is located at 2700 Sumner St. N.E., Minneapolis, MN 55413 (612-627-4107).

Center for Experiential Learning (CEL)—CEL provides experientially based educational and therapeutic youth development services as well as professional training and consultation services. CEL also provides University students with opportunities for internships and work experiences. CEL is located at 2700 Sumner St. N.E., Minneapolis, MN 55413 (612-627-4303).

Native American Math and Science Summer Camp—The camp encourages Native teenagers to study math and science through traditional Native uses of the sciences and mathematics. The camp is cosponsored by GC, the student chapter of the American Indian Science and Engineering Society, the Office of Multicultural Affairs, Academic Affairs, the Department of Civil Engineering, Two Feathers Fund, and other partners. For more information, call 612-626-8665 or visit the Web site at <www.gen.umn.edu/nativecamp/>.

International Programs

GC strongly encourages students to consider international study experiences. Such experiences can strengthen students’ applications for transfer to other colleges; prepare students for multicultural workplaces within a global economy; and contribute to students’ self-confidence, knowledge of the world, and understanding of their own culture. Students usually earn full credit toward their degree and are able to apply their financial aid to study abroad. To explore these options, students should contact the Global Campus, 230 Heller Hall (612-626-9000).
Career Information

The GC Transfer and Career Center in 127 Appleby Hall (612-624-4346) is staffed by professional counselors who help students explore educational, occupational, and career opportunities. Students may schedule an appointment or use the center’s walk-in services.

Career and Personal Development Focus—
• assessing, testing, and evaluating career possibilities (Strong Interest Inventory)
• decision making and career development
• choosing a major and a college for transfer
• increasing motivation

Transfer Plan Check-In (mandatory for students who have completed two or more semesters)—
• preparing a transfer plan
• transfer deadlines and applications
• making appointments with visiting adviser liaisons
• referrals to University of Minnesota transfer specialists

Career Search Resources—
• career resource library
• University of Minnesota “Majors Information” files
• computerized career guidance programs (Discover, MCIS, Strong Interest Inventory)
• study abroad, internship, scholarship information
• workshops on goals, majors, and careers
• transfer planning programs (such as Majors Information Week)

Student Organizations and Scholarships

The GC Student Board is a student government association that represents the student body and is funded by student services fees. The Student Board sponsors several events for GC students each year. Student Board members are GC students who have a strong commitment to students and the future of the GC community. Membership on the Student Board is open to all GC students. Former GC students may be alumni members. For more information on becoming a Student Board member, stop by the Student Information Center, 25 Appleby Hall (612-625-3339).

TRIO students may serve on the TRIO Student Advisory Board. Contact the TRIO office, 40 Appleby Hall (612-626-6015).

The Student Parent HELP Center holds a weekly discussion and support group for student parents. For more information, come to 133 Appleby (612-625-5307).

Three scholarship funds, made possible by contributions from alumni and friends of GC—the General College Scholarship, the Fred L. Estes Family Scholarship, and the Virginia Binger Scholarship—reward high academic achievement, support low-income African American students, and support low-income student parents, respectively. For more information, contact the GC dean’s office, 109 Appleby (612-625-6885).

Directory

(area code 612)

General College Administration
Office of the Dean
109 Appleby Hall
625-6885
626-7848 (fax)
David V. Taylor, dean

Academic Affairs and Curriculum
240 Appleby Hall
625-2880
Terence Collins, director

Academic Service Center
140 Appleby Hall
626-8705
625-0709 (fax)

Technical Support Services
211 Appleby Hall
625-3413

Office of Research and Evaluation
149 Appleby Hall
624-5761

Student Services
Student Information Center
(adviser appointments; general information on admissions, orientation, advising, programs, and services)
25 Appleby Hall
625-3339
625-0704 (fax)
626-1014 (TTY)
<www.gen.umn.edu/student/student_info_ctr.htm>

College Registrar
33 Appleby Hall
626-7141

Academic Resource Center (ARC)
11 Appleby Hall
626-1328

Math Center
9 Appleby Hall
626-7572
<www.gen.umn.edu/resources/arc/mathcenter.htm>

Writing Center
11 Appleby Hall
624-0342
<www.gen.umn.edu/resources/arc/writing_center.html>

Transfer and Career Center (TCC)
127 Appleby Hall
624-4346
<www.gen.umn.edu/transfer_career_ctr/>

GC Student Board
20 Appleby Hall
625-6004

Affiliated Programs
Center for Experiential Learning
2700 Sumner St. N.E.
Minneapolis, MN  55413
627-4303

Commanding English Program
233 Appleby Hall
625-3514

CRDEUL (Center for Research on Developmental Education and Urban Literacy)
333 Appleby Hall
626-8706

McNair Program
40 Appleby
625-0772
625-0704 (fax)

Student Parent HELP Center
133 Appleby Hall
625-5307
626-9867 (fax)
<www.gen.umn.edu/programs/help_center>

TRIO/Student Support Services
40 Appleby
625-0772
625-0704 (fax)

University Day Community
2700 Sumner St. N.E.
Minneapolis, MN  55413
627-4107
627-4195 (fax)

Upward Bound
2 Appleby Hall
626-1665
625-0704 (fax)

GC on the Web
<www.gen.umn.edu>