

KIN Major Advising – Student Resource Guide

Department of Kinesiology, San José State University

Getting Started in the KIN Department, Advising Resources, Understanding the KIN
UG Student Handbook, MyProgress Basics, and Applying for Graduation

I. Getting Started in the Department of Kinesiology

a. If you are a **new student** to the Department of Kinesiology at SJSU and have **not previously completed a KIN Student Intake Form**, be sure to do so.

Use your SJSU email address to complete the student intake form at the following link:

<https://forms.gle/VJN9NzLCFMfdhxZr9>

b. Going forward, **use your SJSU email address for all forms and communications** during your college career for ease-of-retrieval. Your SJSU email address will also grant you access to the MLK Jr. Library, DocuSign, Zoom, and other useful resources that will aide in your academic career at SJSU.

I. Getting Started in the Department of Kinesiology

c. If you are an upper-division KIN student (60+ units completed) and **have not been assigned a main KIN advisor**, please contact Victoria Duval at victoria.duval@sjsu.edu

d. You may be asked to fill out the **KIN Student Intake Form**.

e. Current **advisor assignments** will be viewable on your **Spartan Connect portal**, not on your MySJSU. To log into the **Spartan Connect portal**, visit <https://one.sjsu.edu/>

I. Getting Started in the Department of Kinesiology

f. There are many resources available to you in ensuring a smooth, productive, and enjoyable experience at SJSU. The contacts for the main **KIN advising team** are:

KIN Undergraduate Advising Manager – Daniel Bohigian daniel.bohigian@sjsu.edu

KIN Administrative Assistant – Victoria Duval – victoria.duval@sjsu.edu

KIN Undergraduate Coordinator – Dr. Erin Siebert – erin.siebert@sjsu.edu

g. A healthy mix of **individual attention to detail and ownership** of your academic progress in tandem with communicating with your main KIN advisor will enable success and timely graduation. **Ultimately, it is up to you the student to be diligent and proactive.**

I. Getting Started in the Department of Kinesiology

- h. Most faculty**, including your main KIN advisor, **may not available during the Summer and Winter breaks**, as most faculty are on nine-month contracts.

- i.** Keep in mind is that faculty are busy at beginning and end of each semester, so be sure to **plan ahead and avoid waiting until the last minute** to investigate your status and/or ask questions to your advisor.

- j.** Get in the habit of **offering your SJSU ID#** when communicating with advisors for efficiency and ease-of-retrieval.

II. Important Advising-Related Websites

a. **Department of Kinesiology Website:** <https://www.sjsu.edu/kinesiology/>

b. **KIN Undergraduate Student Handbooks, Roadmaps, and Student Forms:** <https://www.sjsu.edu/kinesiology/Students/CurrentStudents.php>

c. **The College of Health and Human Sciences Student Success Center (CHHS SSC)** is your go-to for GE and general transfer questions:

<https://www.sjsu.edu/chhs-ssc/>

III. Understanding the KIN Student Handbook: Curriculum and Specializations

a. It is **essential** that you take the time to thoroughly investigate the **KIN Undergraduate Student Handbook**.

Depending on your first semester of college, your KIN student handbook may be different; however, there are not many major differences.

The handbook is available to view at: <https://www.sjsu.edu/kinesiology/Students/CurrentStudents.php>

b. For example, if you are a student who was **first-continually-enrolled in college** for the Fall 2020 semester, refer to the 2020-2021 KIN Undergraduate Student Handbook. If Fall 2023 is/was your first semester of being continually-enrolled in college, refer to the 2023-2024 KIN Undergraduate Student Handbook, etc.

III. Understanding the KIN Student Handbook: Curriculum and Specializations

When reading the KIN Undergraduate Student Handbook, pay close attention to:

1. GE requirements and the 120-unit SJSU graduation minimum requirement
2. KIN Core curriculum and classes
3. Specialization-specific KIN Sub-Core curriculum and classes
4. Activity courses and their corresponding movement areas
5. Internship requirements
6. Pre-approved guided electives (contact your main KIN advisor to check if your specialization is pre-approved to pursue a minor outside the department).

III. Understanding the KIN Student Handbook: Curriculum and Specializations

a. Toward the end of the handbook, there is a list of courses, complete with course name and number, along with SJSU catalog descriptions.

Pay close attention to prerequisites for upper-division KIN courses, specifically.

b. Failure to meet prerequisites will result in you **not being able to enroll** in certain courses and may **negatively impact your course planning** and timely graduation.

III. Understanding the KIN Student Handbook: Curriculum and Specializations

The Department of Kinesiology offers two distinct degrees:

1. Bachelor of Science (B.S.) Kinesiology (with five specializations)
2. Bachelor of Science (B.S.) Kinesiology, Preparation for Teaching (PETE)

The Three Major Components in Completing your Degree in Kinesiology:

1. Complete general education and major prerequisite coursework (120 units minimum).
2. Complete the required core curriculum in Kinesiology.
3. Complete coursework for a selected area of specialization (sub-core) in Kinesiology.

III. Understanding the KIN Student Handbook: Curriculum and Specializations

To access **roadmaps for your KIN major and specialization**, visit the “Current Students” tab on the main KIN website or explore the [4-Year Roadmaps Archive](#)

- a. “Additional coursework” on the university-level roadmaps **indicate guided electives**. Ask your main KIN advisor which guided electives are appropriate for you and your current and future goals.
- b. For the Rehabilitation Science specialization, “additional coursework” also includes CHEM 1A, CHEM 1B, PHYS 2A, and PHYS 2B.

When in doubt, your **MyProgress** will have the appropriate details regarding your specialization curriculum and requirements.

III. Understanding the KIN Student Handbook: Curriculum and Specializations

For transfer students with a previously-completed and certified ADT/AAT degree in Kinesiology, the Transfer Curriculum Studies option may be applicable. Contact **KIN Advising Manager** daniel.bohigian@sjsu.edu for further information.

NOTE: Prior to selecting and pursuing the Transfer Curriculum specialization, you must **receive approval from the KIN Advising Manager, Daniel Bohigian, and the KIN UG Coordinator, Dr. Erin Siebert**, a minimum of 30 units prior to the student's anticipated graduation date. The same approval requirements apply for the Individualized Studies specialization, too.

IV. MyProgress Basics

MyProgress is the tool the **Registrar's offices** uses to audit and award degrees.

It is **imperative** that you are checking your MyProgress often and ensuring you are on the right track toward graduation: <https://www.sjsu.edu/ue/student-resources/myprogress.php>

To access MyProgress, log into your MySJSU account via <https://one.sjsu.edu/> using your **SJSU ID #** and **SJSU One password**.

IV. MyProgress Basics

Once you are logged into your MyProgress, you will see information that resembles the screenshot on the bottom of this page.

NOTE: Your “**career**” is the catalog year you are following. If you are still not clear on your catalog year, keep it simple and follow the requirements as outlined within your MyProgress. **Remember:** The Registrar’s office audits and awards degrees based off completion off the requirements as seen on your MyProgress, so treat it as the authority.

Current Academic Objective		1 of 1
		Requirement (Catalog) Term
Career:	Undergraduate	Fall 2021
Program:	UGD - Undergraduate Degree	Fall 2021
Plan:	Kinesiology	Fall 2021
Graduation Status:	Not Applied	

Current Academic Summary	
Last Term Registered:	Fall 2021
Academic Standing:	
Overall GPA:	
SJSU GPA:	

IV. MyProgress Basics

Once you are logged into your MyProgress, scroll down and you will also see the “**General Information**” legend as depicted in the following screenshot:

▼ **General Information**

IMPORTANT SJSU INFORMATION - PLEASE READ

This is an unofficial degree progress report based on your "Requirement (Catalog) Term". Click on that link above to learn more about your "Requirement (Catalog) Term". This report should be used in consultation with your advisor.































Use the **expand all** option to see the status of all requirements and sub-requirements.

Courses in progress are treated as if they will be passed with satisfactory grades; however, actual units are not earned until the course is successfully completed.

Every effort has been made to ensure the accuracy of this report; however, if discrepancies arise, SJSU and CSU regulations prevail. Report any perceived discrepancies to your advisor in your major or college advising center. Questions about General Education or American Institution requirements should be discussed with an advisor in Academic Advising and Retention Services.

For more information, visit [Tracking Your Progress to Degree](#).

Refer to the SJSU catalog (based on your requirement term) for more information about your degree program.


MyProgress Icons	Course Icons																				
These symbols show the status for each requirement within your MyProgress report.	These codes summarize the type of credit that is being awarded for each requirement.																				
<table border="1"><tr><td></td><td>Requirement is complete</td></tr><tr><td></td><td>Requirement in progress</td></tr><tr><td></td><td>Plan for completion in place</td></tr><tr><td></td><td>Requirement not yet completed</td></tr><tr><td></td><td>Exception made for requirement</td></tr></table>		Requirement is complete		Requirement in progress		Plan for completion in place		Requirement not yet completed		Exception made for requirement	<table border="1"><tr><td></td><td>Course completed</td></tr><tr><td></td><td>Course in progress</td></tr><tr><td></td><td>Course planned for future</td></tr><tr><td></td><td>Transfer/Test credit granted</td></tr><tr><td></td><td>Course for what-if only</td></tr></table>		Course completed		Course in progress		Course planned for future		Transfer/Test credit granted		Course for what-if only
	Requirement is complete																				
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IV. MyProgress Basics

Be sure to click the “**Expand All**” function to see a detailed breakdown of your completed (green check mark), in-progress (yellow diamond), and incomplete requirements (red square). If you do not click the expand all tab, you will get an intimidating looking screen that will look like the screenshot below:

San Jose State University | Undergraduate

This report last generated on 09/14/2021 6:24PM

[Collapse All](#) [Expand All](#) 

▶ University Units (RG1048)	■
▶ University GPA (RG1076)	◆
▶ GE Core Requirements >>Click the EXPAND ALL to view core area detail<< (RG1045)	■
▶ SJSU Studies (RG1046)	■
▶ General Education Social Science Distribution (RG3392)	■
▶ USAI: US123 (RG2177)	■
▶ PE Physical Education	■
▶ PHED Preparation Courses	■
▶ PHED Major Requirements	■
▶ Additional Courses	■

IV. MyProgress Basics

Step 3: Once you click the “Expand All” tab, click the “**View All**” tab (as pictured toward the bottom of the screenshot below) for specific sections to view all available courses. Click on the active links under “**description**” courses to view prerequisite information, course schedules, and other details.

GEC: Area A (RQ1) ■

GE CORE AREA A: ENGLISH LANGUAGE SKILLS. A minimum grade of "C-" is required for each course. (RQ1)




▼ **GE: A1 Oral Communication** ■

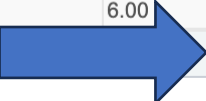
Oral Communication (RQ1, LI10)

- Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Notes	Status
(***)	Approved Transfer Credit					
CCS 74	Public Address	3.00	Spring & Fall			
COMM 20	Public Speaking	3.00	All Terms			
COMM 20N	Pub Sp Nonn Spks	3.00	Spring & Fall			
COMM 40	Argmnt/Advocacy	3.00	Spring & Fall			
HUM 2A	Hum Honors 2A	6.00	Fall			

View All |  First  1-6 of 6  Last



IV. MyProgress Basics

Your **MyProgress** will look different depending on the specialization you choose. You will notice differences for the following categories:

- 1. Sub-Core (specialization) classes**
- 2. Internship unit requirements**
- 3. Guided elective unit requirements** (contact your main KIN advisor to check if your specialization is pre-approved to pursue a minor outside the department).

Note: If you have not selected a specialization, you can do so by logging into your MyPlanner (accessible via MySJSU). A pop-up menu will appear and you will be able to select your specialization. Your MyProgress will be altered to fit your specialization. **Remember:** MyPlanner is a course planning tool, whereas your MyProgress is the tool the Registrar's office will use to audit your graduation.

IV. MyProgress Basics

Course History and Transfer Credit Troubleshooting

a. Other useful functions include the **Course History** and the **Transfer Credit** tabs within your MySJSU. Your course history will offer an easy-to-read list and breakdown of your completed courses, including courses that have successfully articulated and transferred to SJSU from community colleges and junior colleges.

b. For transfer students, the **transfer credit** tab within your MySJSU will offer a course-by-course list of the classes that appear on your transcripts from community college and junior college.

c. If you are a **transfer student**, it is important to check the **articulation agreements** between your previous institution and SJSU. See the following link for a list of course-to-course articulations from other institutions: <http://info.sjsu.edu/web-dbgen/artic/all-school-to-school.html>

d. If you notice any **discrepancies** in your transfer credits, contact your main KIN advisor or email daniel.bohigian@sjsu.edu

V. Applying for Graduation

a. When you have **completed 85 or more units in total**, the Registrar's office will make you eligible to apply for graduation through the "My Academics" tab on your MySJSU account. If you believe you are eligible but have not received clear communication from the Registrar's office, please reach out to Advising Manager, Daniel Bohigian - daniel.bohigian@sjsu.edu

b. Prior to applying for graduation, even if you have been made eligible, you **must meet with your advisor** to determine if you are going to be able to complete your remaining requirements in the time frame in which you apply for graduation.

c. Applying for graduation too early will result in the need to fill out a change of graduation date form which **will negatively impact your priority registration status.**

V. Applying for Graduation

d. Building on point a. on the previous page, keep in mind the Registrar's office makes all students with 85+ units completed eligible to apply, but the unit count does not necessarily take into consideration remaining KIN core, sub-core, and guided elective requirements.

NOTE: It is common for transfer students to apply for graduation too early. Make sure you do your due diligence in applying for graduation at the appropriate time.

e. For more university-level information regarding the graduation application process, investigate the following link: <https://www.sjsu.edu/registrar/graduation/application-central.php>