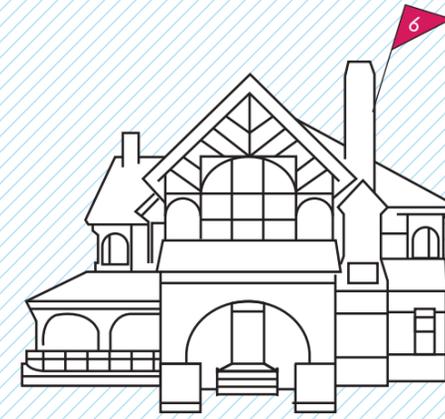




ATLANTA  
LET'S  
EXPLORE!  
STUDENT GUIDE



STUDENT LIFE

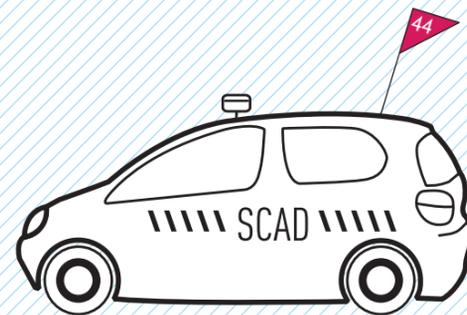
- |                               |                           |
|-------------------------------|---------------------------|
| 8 Get Involved                | 19 LaundryView            |
| 9 Student Media               | 20 Dining Services        |
| 10 Signature Events           | 21 Student Success Center |
| 11 SCADshow                   | 22 Student Health         |
| 13 Map of Midtown Atlanta     | 25 ISSO                   |
| 14 SCAD Atlanta Floor Plans   | 25 Student Conduct        |
| 16 Fitness and Recreation     | 25 Settling Disagreement  |
| 18 Residence Life and Housing | 26 Student Employment     |
| 19 SCAD Card Services         | 27 Network Access         |
| 19 SCAD Cash                  | and Tech Support          |



- 30 Get to Know Your Advisers
- 31 Advising Appointments
- 32 Find Out How to Register
- 32 Discovering Your Path
- 33 Creative Curriculum
- 35 The First Year Experience
- 35 Books and Supplies
- 35 Know the Role of the Registrar
- 35 Graduation Requirements
- 37 Broaden Your Horizons
- 37 CLC
- 38 SCAD Support
- 39 Policies
- 39 Right to Privacy

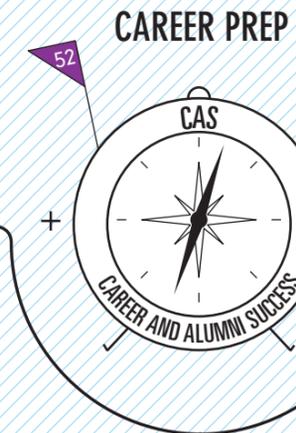


- 42 Student Accounts
- 43 Know Your Options



SAFETY AND SECURITY

- 46 Security in Action
- 46 SCAD Alerts
- 46 Spread the Word
- 48 Be Prepared
- 48 In Class and at Home
- 50 On Campus and Around Town



- 54 While You're a Student
- 56 One-on-One Career Advising
- 56 Alumni Career Advising

WELCOME TO  
**SCAD**

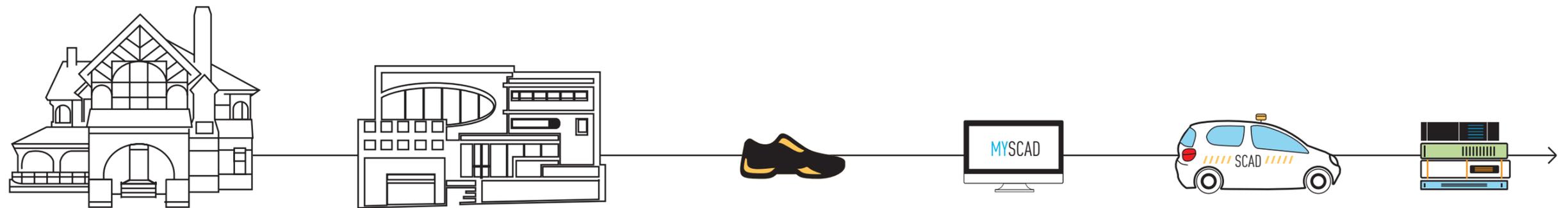
Within these pages, you'll find a quick reference guide to all the resources, tools and people who will help you make the most of your time at SCAD.

Take a moment to soak up your surroundings. Talented and passionate artists, innovative designers and stellar educators are here to support you. Their singular focus is to help you achieve your artistic and academic goals and step into the career of your dreams.

A few things to keep in mind: You will be challenged. Press on. By overcoming obstacles, you'll grow as an individual and as an artist, and what awaits you on the other side is truly worth it.

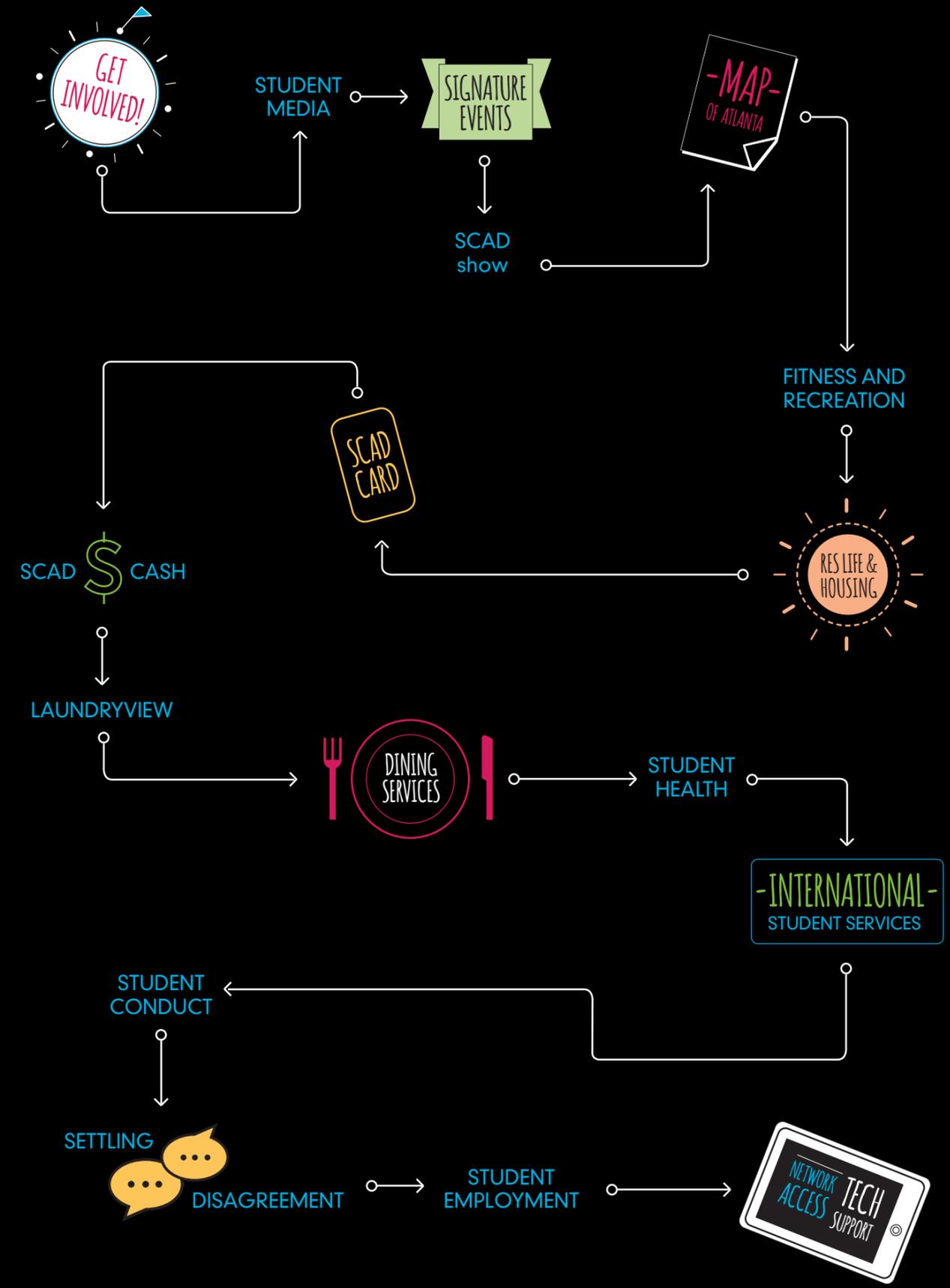
SCAD is for life. We are here for you now as a student, and we will stick by you throughout your career. Explore your options and ask for help when you need it.

We're so glad to have you and we can't wait to see what you will accomplish.



# STUDENT LIFE

Whatever your interests, whatever you choose, you'll discover defining moments designed with you in mind. The perfect daily complement to your academic pursuit is our wide variety of dynamic student life activities. Keep reading for details about SCAD's signature events, student clubs and activities, fitness and recreation, student media and other diverse experiences.



## GET INVOLVED

Explore your interests, meet students of similar or different backgrounds, and expand your worldview. From student involvement activities to fitness and dining, life at SCAD is active and engaging. We're dedicated to helping you flourish here.

### STUDENT ACTIVITIES COUNCIL

The Student Activities Council, or SAC, creates student-led educational and recreational on-campus events to enhance your academic and professional experience. Translation: Your SCAD on-campus source for fun and exciting music, comedy, lectures, movies, and a whole lot more.

### STUDENT CLUBS

Explore an interest, meet new people or take on a leadership role: student clubs at SCAD provide social, recreational and professional activities for every member of the student body. Find your match and explore a full list of SCAD's student clubs on MySCAD, under the Student Involvement drop-down.

### UNI INTERCULTURAL CLUB

With students from about 100 countries, SCAD is home to a diverse community of artists and designers. The UNI Intercultural Club is just one resource for international students transitioning to the U.S. In addition to helping students with their language skills, UNI also sponsors cross-cultural activities such as the International Festival.

### UNITED STUDENT FORUM

All students are considered members of the United Student Forum, or USF, SCAD's student representative body. USF acts as a communication channel within the student body as well as between students and the university administration. Representatives are selected to serve in USF leadership capacities throughout the year.

Members of the executive committee, selected from existing USF reps, act on behalf of the entire student body and meet regularly with SCAD administrators to discuss ideas for improving the overall university community. Want more information? Email [atlusf@scad.edu](mailto:atlusf@scad.edu).

### COMMUNITY SERVICE

Serve the community while gaining valuable life skills. SCAD students work with local agencies in a spirit of cooperation while learning the importance of networking, recruiting, project planning, decision-making and more. The SERVE Atlanta club is the student-led community service initiative that can connect you with the ideal opportunity.

### RELIGIOUS LIFE

Students of all faiths have many opportunities for involvement in religious life. Student religious organizations include Engage, as well as numerous college ministries through local congregations. Many of these provide opportunities for worship and fellowship, retreats, volunteer service and more.

## STUDENT MEDIA

SCAD student media sponsors a student-run online newspaper, magazine and Internet radio station.

SCAD student media has received awards from the Associated College Press, the College Media Association, the Savannah chapter of the American Advertising Federation Addy Awards and the Georgia Collegiate Press Association.

### THE CONNECTOR

The Connector is an award-winning, editorially independent online news source published for and by SCAD Atlanta students. Flex your skills as a writer, reporter, editor, photographer, videographer, animator or illustrator. Visit [scadconnector.com](http://scadconnector.com) or follow SCADConnector on social media for opportunities and news.

### SCAN

SCAN is the award-winning student magazine of SCAD Atlanta, featuring articles and essays, photography, illustrations and design. Produced quarterly, each issue focuses on select areas of art and design and showcases outstanding student and alumni work. Access current and back issues of SCAN at [scadconnector.com/scan](http://scadconnector.com/scan).

### SCAD ATLANTA RADIO

Become a DJ, newscaster, reporter, producer, sound designer or on-air voice talent. SCAD Atlanta Radio provides student-produced radio programming to listeners all over the globe.



## GET INVOLVED

Student media holds interest meetings in the fall and spring.  
(No experience required.)



## SIGNATURE EVENTS

We're all about putting you in touch with the people and experiences that'll give you an edge as you get started in your career. Each year, we host events across all SCAD locations so you can showcase your work to your creative heroes, ask questions and learn what it's like to work in your chosen field.

It's all for you, so dive in. Make an impression. But whatever you do, don't miss out.

### FALL

Catch a ride to the **Savannah Film Festival**, where you're the VIP for eight days of screenings, workshops and lectures. Take in the latest films by fellow students, get a sneak peek at Hollywood premieres, talk to A-list actors and directors during master classes or go behind the scenes as a volunteer.

### WINTER

In February, you get amazing access to small-screen stars during **aTVfest**, SCAD's celebration of epic TV. Be heard during panel discussions with the actors, producers, directors and writers from your favorite shows.

Discover the best in contemporary art a few weeks later at **deFINE ART**. You can explore exciting exhibitions and connect with leading artists through gallery talks and tours, screenings, lectures and performances.



## SHARE YOUR STORY!

Use these hashtags to share your experiences at SCAD Signature Events on Instagram and Twitter.

#SCADFashion #SCADstyle  
#SAVFF #aTVfest  
#deFINEART

### SPRING

At **SCADstyle**, you have front-row seats for casual chats between style icons. Have your say at Q-and-A sessions and workshops with magazine editors, fashion designers and more.

The next big names in fashion debut their cutting-edge couture at the **SCAD Fashion Show**. Tickets for this event go early and fast, so keep an eye out for details and snag a ride to Savannah. Get involved in the show's production or make a plan to have your own designs rock the runway.

### SAVE THE DATE

Check out the master calendar on SCAD.edu for upcoming events, lectures and workshops. These events have all been designed to enhance your academic experience at SCAD.

# SCADshow

## SIGNATURE EVENTS

BEST OF SAVANNAH FILM FESTIVAL  
SCAD STUDENT SHOWCASE

DEFINEART  
SCAD CINEMA CIRCLE  
ATVFEEST

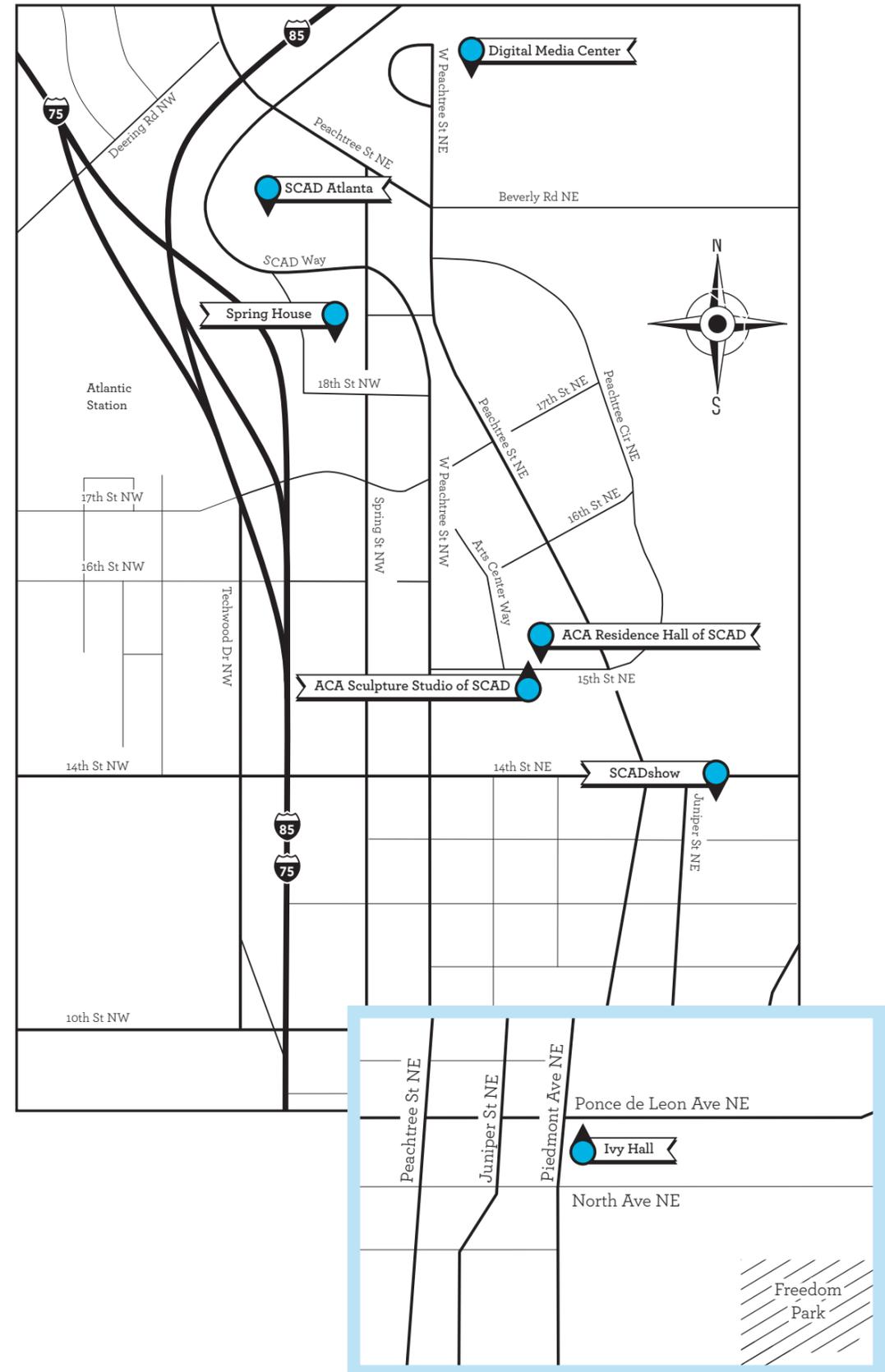
173 14TH ST. NE · ATLANTA, GEORGIA



### WE'D BE LOST WITHOUT YOU

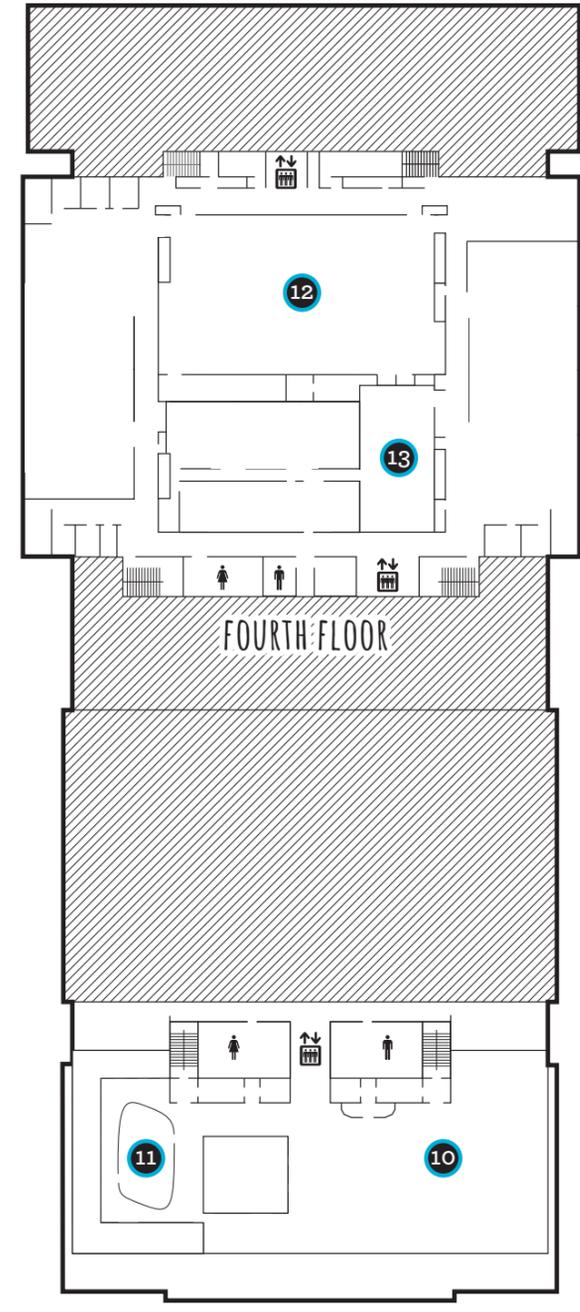
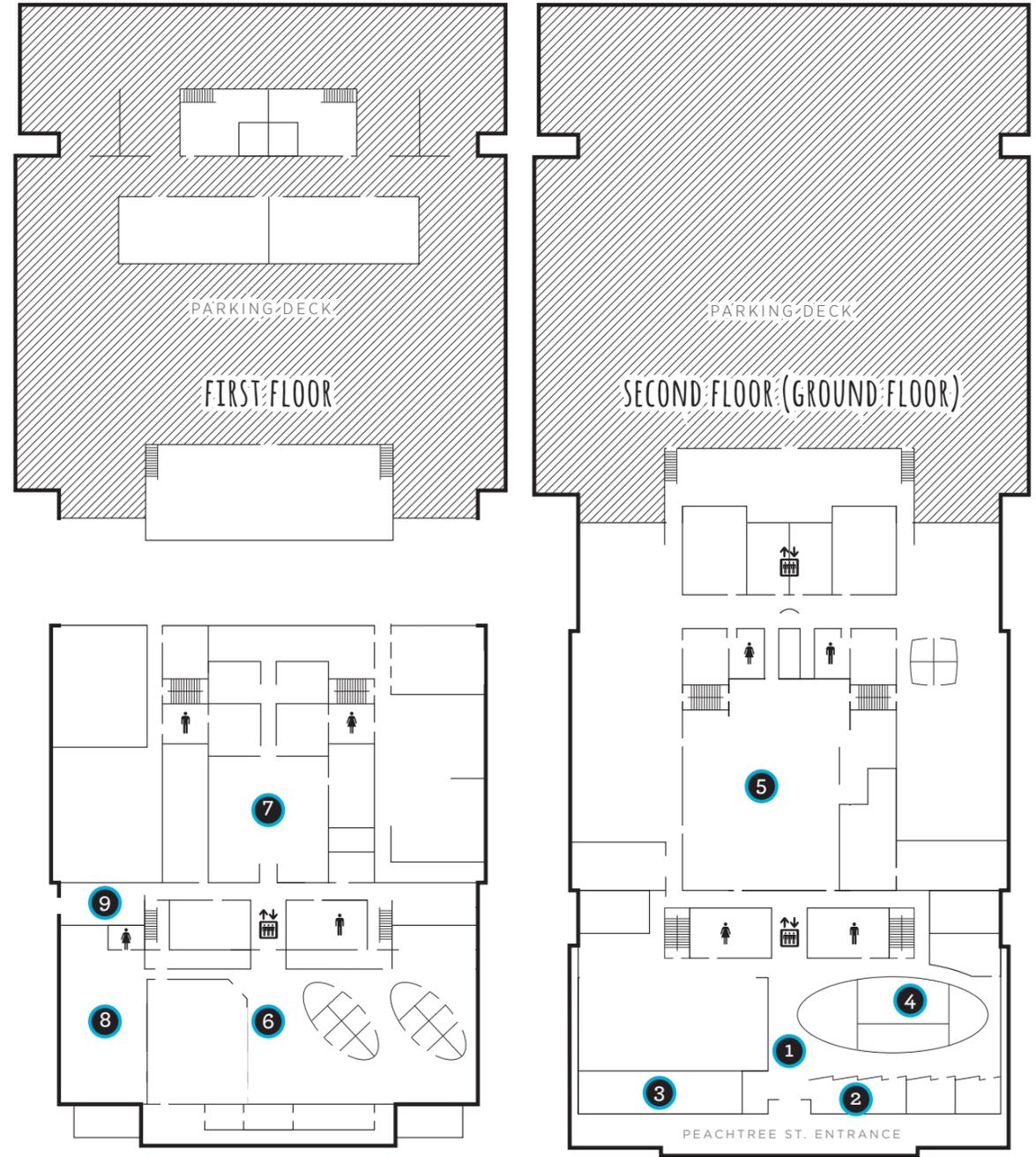
SCAD Atlanta is perfectly located in the heart of Midtown. You're just a short walk or ride away from everything you need and everything that inspires you. Find some landmarks and get out there! You'll be a pro in no time.

# HERE'S A MAP OF MIDTOWN ATLANTA



## SCAD ATLANTA FLOOR PLANS

- 1 Front lobby
- 2 Gallery 1600
- 3 Welcome Center
- 4 California Room
- 5 The Hub
- 6 Student Success Center
- 7 SCAD Atlanta Fitness Center
- 8 SCAD Atlanta Bookstore
- 9 Mailroom
- 10 ACA Library of SCAD
- 11 Trois Gallery
- 12 Events Space, fourth floor, building C
- 13 Gallery See



## FITNESS AND RECREATION

We're committed to helping you lead a healthy lifestyle. Whether you're interested in playing sports at the intercollegiate level, or simply looking for a place to work out, there are plenty of opportunities to sweat.

### SCAD ATLANTA FITNESS CENTER

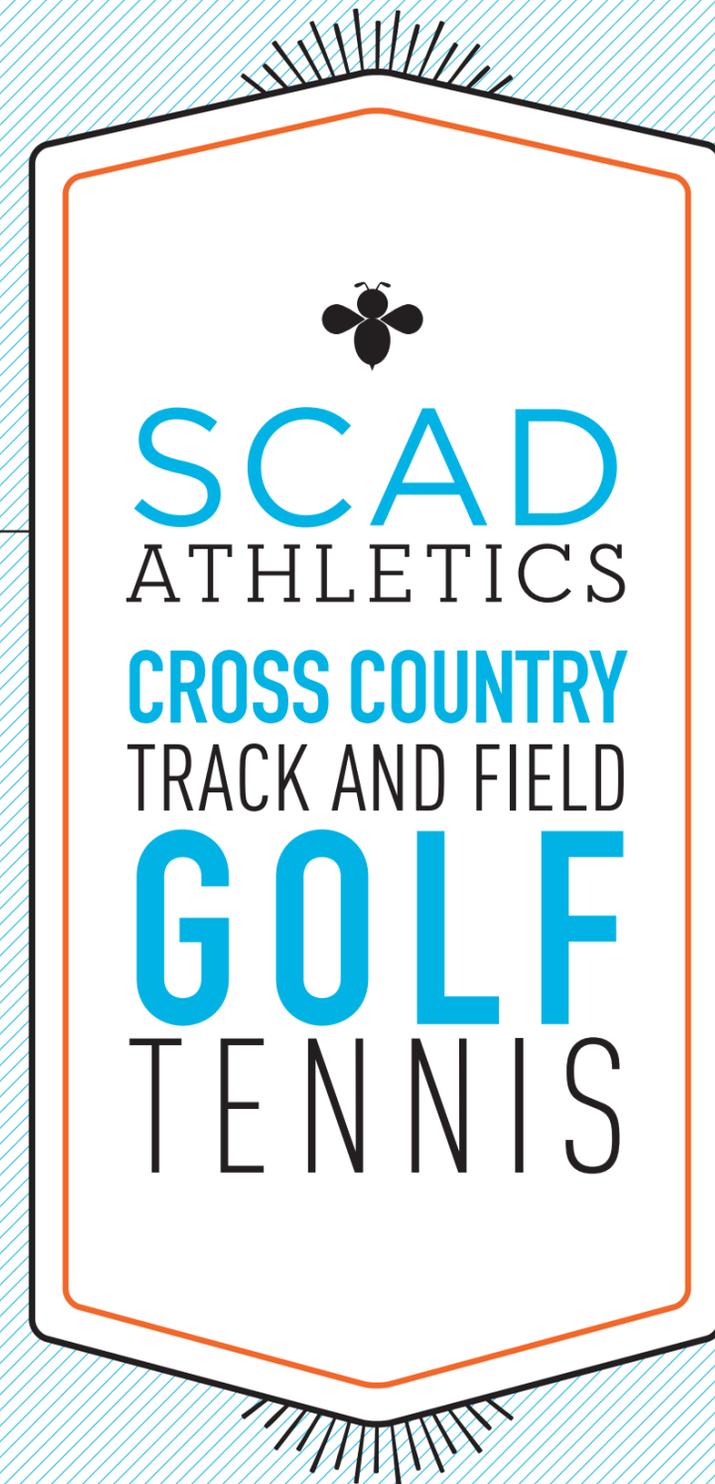
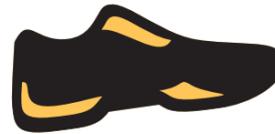
Students, faculty and staff can exercise in fitness classes or use cardio and strength-building machines. Personalized fitness assessments are available. Call 404.253.3311 for details and for hours of operation.

### INTRAMURALS

Play basketball, sand volleyball and other sports by creating your own team or signing up as a free agent. If you're interested, email [atfitness@scad.edu](mailto:atfitness@scad.edu).

### GO BEES!

SCAD Atlanta competes in cross country, track and field, golf and tennis at the intercollegiate level as a member of Appalachian Athletic Conference. Visit [scadatlantaathletics.com](http://scadatlantaathletics.com) to read about SCAD athletes and for schedules so you can cheer on your fellow Bees.



## RESIDENCE LIFE AND HOUSING

Having a comfortable, safe and inspiring place to live will set you up for success in the classroom. Dedicated residence life staff members are present in each hall to help you with routine concerns and answer questions when you have them.

### RESIDENCE HALL STAFF

The residence director, or RD, is a full-time professional responsible for managing the daily operations of the hall. You will probably have more contact with your resident assistants, student staff members who are your first call in the event of an emergency, room lockout, disagreement among roommates or a family emergency.

Resident assistants, or RAs, are also a great resource for other kinds of questions, as they are typically upperclassmen with a few years of SCAD experience. Ask them anything.

### BOOKING FLIGHTS?

Always review the residence hall opening and closing dates in MySCAD before making travel plans.

### WORK ORDERS

If you have a facilities issue in your residence hall room or apartment, you may need to put in a work order that requests a university staff member come and make a repair. Residence hall maintenance requests can be made through the My Info tab in MySCAD, under the Residence Life Services channel.

### MAILROOM SERVICES

If you live in a residence hall, you were assigned an individual, keyed postal box for general mail at orientation. When packages arrive for you, you'll be notified through your SCAD student email address.



## SCAD CARD SERVICES

Your SCAD Card, which you got at orientation, is one of the handiest tools you'll get here. The card is your official student ID and provides you entry to SCAD academic spaces, residence halls, exclusive student events and more, and it's your library card for accessing one of the world's largest collections of art and design resources.

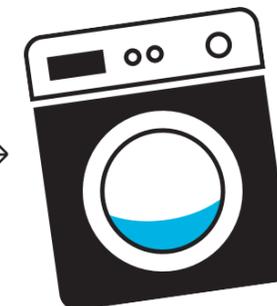
It looks like a credit card and includes a magnetic strip, but it also has your picture on it for your security. Simply swipe at the card reader to access SCAD buildings.

It's also your meal ticket, literally, since it is used to access your meal plan. Meal plans are added automatically when you purchase them through the student financial services office or SCAD Card Services.

Keep the card with you and keep it safe. Report any lost or stolen SCAD Cards to the SCAD Department of Public Safety. Replacements can be issued at SCAD Card Services in the Student Success Center.

### VALIDATION

While your SCAD Card can last for your entire time at SCAD, you will need to get a validation sticker at the start of each quarter. Current validation stickers are required. Get yours at The Hub or the Student Success Center.



## SCAD CASH

When you load your SCAD Card with SCAD Cash, you can use it as a debit card to make purchases around campus and at participating eateries, art supply stores and more. You can also use it to pay for printing and laundry.

Opening an account is free and you can add money or manage your SCAD Cash account online anytime or in person at SCAD Card Services in the Student Success Center.

Visit [scadcard.com](http://scadcard.com) for details on how to open an account and to see a list of vendors who accept SCAD Cash. Once you're set up to make purchases, simply swipe your SCAD Card like a credit card. Your updated SCAD Cash balance will be displayed on the receipt each time you make a purchase.

Add as much to your SCAD Cash account as you want, but keep in mind that SCAD Cash can't be used to pay for tuition, housing or meal plans. There's a handy deposit calculator at [scadcard.com](http://scadcard.com) that can help you decide how much you should add.

## SCAD LAUNDRYVIEW

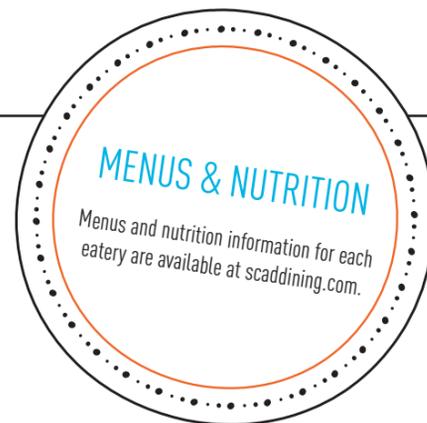
Out of clean socks? Buying new pairs is not your only option. Scope out available washers and dryers in campus laundry rooms by visiting SCAD LaundryView. Available on your desktop and for mobile.

Keep an eye on your email each quarter for Wash Weekend specials and you could save on suds.

## DINING SERVICES

SCAD dining facilities serve fresh, locally sourced food prepared daily by Bon Appétit, a leader in sustainable food service. Visit the “Select a Student Meal Plan” link on the My Info tab in MySCAD to review your options. You can choose from several meal plans to suit your schedule and lifestyle. Depending on where you live, you may be required to sign up for one.

There's something to please every palate at The Hub, SCAD Atlanta's main eatery, which serves breakfast, lunch, dinner and snacks. Enjoy a wide array of tasty treats and specialty coffees, including Starbucks at the coffee bar, and nosh on American classics like hamburgers and pizza. The Hub also serves specialty vegetarian dishes and international delights, so be sure to check out the ever-changing menu. One swipe of your SCAD Card and you're in.



## DINING DOLLARS OR MEAL SWIPES

Each meal plan comes with a certain number of meal swipes — either a set number of meals per week or a block of meals to be used over the entire quarter. You apply one swipe per meal.

Every meal plan also comes with a specific amount of Dining Dollars, funds that can be used to purchase a drink or snack in one of SCAD's retail dining locations. Dining Dollars can also be used to purchase full meals if you are out of meal swipes.

Meal swipes and Dining Dollars can only be used in SCAD eateries operated by Bon Appétit.



# STUDENT SUCCESS CENTER

Located on the first floor of SCAD Atlanta, the Student Success Center is your go-to for academic advising, the registrar, student financial services, SCAD Card Services, financial aid, student services administration, counseling and student support services, and career services.

Call 404.253.3400 to arrange appointments.  
If you have unresolved billing issues or questions, start here for assistance.

## STUDENT HEALTH

Our support for you isn't limited to your academic endeavors; we're also here for your health and wellbeing. We've got a great support network set up where you can turn for help with anything, from dealing with the challenges of college life to getting treatment for a sore throat.

### COUNSELING SERVICES

SCAD counseling and student support services keeps counselors on hand to assist you with a wide range of concerns, from boosting your coping skills to managing stress and anxiety. Counselors can help you on an individual and short-term basis, organize support groups, make community referrals, plan educational workshops and provide you with self-help resources.

Reach a counselor during business hours by calling 404.253.3400. Twenty-four hour emergency support is available by contacting the on-call counselor through the SCAD Department of Public Safety at 404.253.3333. Services are free and confidentiality is guaranteed within legal and ethical guidelines.



### DISABILITY SERVICES

In compliance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, SCAD offers educational services that provide equal opportunities for people with disabilities. To receive services and accommodations, students must self-identify by calling 404.253.3204 to make an appointment with a disability specialist.

Once a student has provided documentation of a disability, he or she will meet with staff to discuss an accommodation plan, according to the student's individual needs.

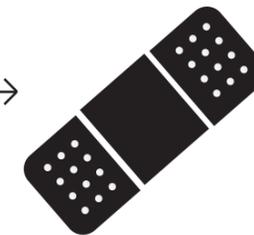
### MEDICAL CARE

If you need medical care, you can visit one of the providers listed here. These facilities are very close to campus and have a history of providing quality care for SCAD students.

In a true emergency, visit the Piedmont Hospital emergency room or dial 911.

**CONCENTRA  
URGENT CARE**  
688 Spring St. NW  
ATLANTA, GEORGIA  
404.881.1155

**PIEDMONT  
HOSPITAL**  
1968 Peachtree Rd. NW  
ATLANTA, GEORGIA  
404.605.5000



• • • • •

CHECK OUT THE  
**THIS WEEK AT**  
**SCAD**  
E-NEWSLETTER  
FOR IMPORTANT NEWS AND EVENTS

• • • • •

## INTERNATIONAL STUDENT SERVICES

One of the things that makes SCAD so interesting is the diversity in backgrounds and culture among our students. We are excited to host students from many countries and we have a great staff to support you throughout your SCAD experience.

### ISSO

The International Student Services Office will help you get settled in Atlanta and at SCAD and acclimated to life in the U.S. Email [issoatl@scad.edu](mailto:issoatl@scad.edu) anytime.

We also have organizations through which you can share experiences with other international students. Intercultural clubs, socials and discussion groups will help you make connections with fellow students and increase your comfort living and studying in a new country.

Stay connected with ISSO by reading the email newsletter. It's packed with information about SCAD events, exciting day and weekend trips, and upcoming immigration requirements, insurance due dates and more.

Log in to MySCAD and navigate to the Department Directory channel under the Resources tab. Click the "International Student Services - Atlanta" link for student resources, updated program descriptions and offerings, events and more.

### ISSO ATLANTA

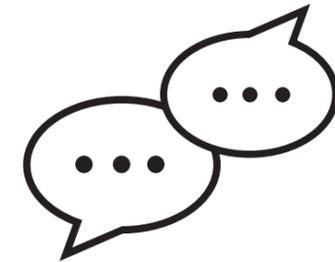
Email us:  
[issoatl@scad.edu](mailto:issoatl@scad.edu)

Find us on Facebook:  
[facebook.com/scadissoatl](https://www.facebook.com/scadissoatl)

## STUDENT CONDUCT

Policies, as dry as they may be, exist to protect you and outline how we expect you to conduct yourself as a student. Read and heed the policies and you'll always be confident in where you stand.

The Code of Student Conduct and the Student Handbook, both available to read in MySCAD, are your manuals for how we expect you to conduct yourself while you're here. We have carefully written these policies to cultivate a living and learning environment where all students are respected and can grow personally, academically and socially.



## SETTLING DISAGREEMENT

When conflict does arise, you are encouraged to resolve a concern by contacting the office that oversees the area relevant to your complaint. For example, contact residence life if you have a residence hall concern or make an appointment with your professor or department chair if you have an academic concern.

If you are still unable to resolve a conflict, the ombudsman is a neutral third party who can help you identify options and strategies for resolution. The ombudsman may put you in contact with the right university resource to reach a solution or serve as a mediator, among other roles.

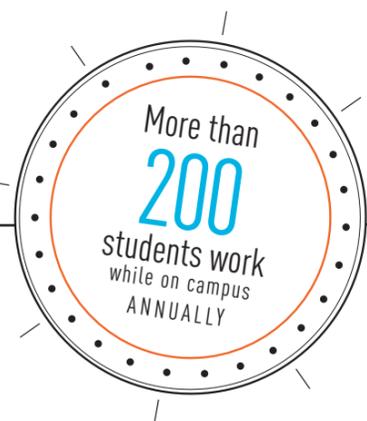
## STUDENT EMPLOYMENT

SCAD has a robust student employment program that includes the Federal Work-Study program. Students who wish to participate must meet certain eligibility requirements.

Log in to MySCAD, then go to the My Info tab and Student Employment channel. There you'll find information on determining if you are eligible, see available jobs by location and get details on how to apply.

### WORK STUDY

To participate in the U.S. Department of Education's Federal Work-Study program, you must complete the Free Application for Federal Student Aid. If eligible, you may qualify to work in SCAD art galleries and exhibitions, or as a reading or math tutor in elementary schools. You should apply for available positions at the beginning of the quarter or break period during which you'd like to work.



### EMPLOYMENT AT SCAD

New students who are eligible for student employment can apply via MySCAD after orientation. Each student can work a maximum of 20 hours per week in a variety of positions around the university, and are typically paid federal minimum wage. Log in to MySCAD, select the My Info tab and go the Student Employment channel to find available positions and requirements.

## NETWORK ACCESS AND TECH SUPPORT

To help students communicate, learn and share information, SCAD's network is accessible in every residence hall room. We also have technology support available if you need help setting things up or have questions about SCAD technology. Use of SCAD technology is considered a privilege; you have certain responsibilities intended to keep the university, its student body and especially your private information safe and secure.

### MYSCAD INTRANET

You'll find a wealth of information on the MySCAD intranet, from the Virtual Lecture Hall to the latest tools, techniques and tutorials on Lynda.com. It's also your portal to academic resources, news and events, and your main resource for connecting with the university, signing up for meal plans, making an advising appointment and more.

Access more than 42,000  
**FREE TUTORIALS**  
on Lynda.com via MySCAD.



### CUTTING-EDGE TECHNOLOGY

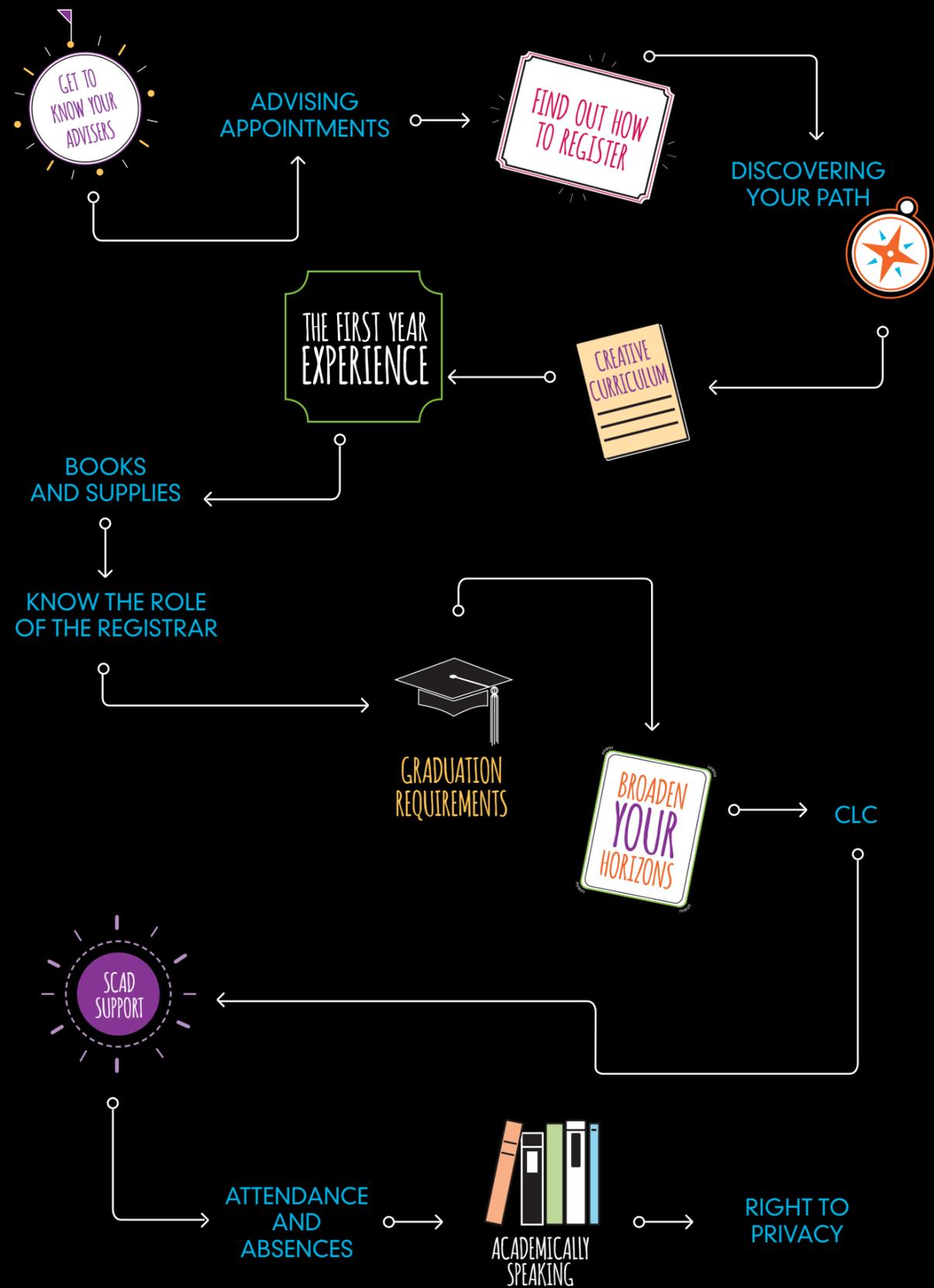
In addition to the individualized support you get at SCAD, you've also got at your fingertips access to one of the world's most comprehensive and advanced collections of art and design technology. You'll use state-of-the-art computers, printers, design tools and more in class and you'll use the SCAD network, your SCAD email address and MySCAD to support your academic work.

You can also get discounts on software packages and computer components, and training from Lynda.com on programs you'll need to know to succeed in class. Log in to MySCAD and look for the IT channel on the Student Workspace tab to read more.

# ACADEMICS AND ADVISING

Architect. Painter. Interior designer. Writer. Photographer. Creative director. Whatever profession you pursue, SCAD has lined up the essential tools to help you excel.

Your path to a creative career starts now, so keep reading to discover the outlets, information and opportunities designed to help you choose the direction that best suits your unique interests and goals.



## GET TO KNOW YOUR ADVISERS

You've been assigned a student success adviser. The two of you will work closely to develop an academic strategy based on your intended major. In addition to academic and career guidance, your student success adviser is there to assist you and your family with any financial questions or concerns regarding educational expenses.

### STUDENT SUCCESS ADVISER

Meet your student success adviser and learn about what to expect during your first year. Your adviser is there to answer all questions and provide helpful academic advice. If you are a freshman, your adviser will also be your instructor for the First Year Experience course you will be required to attend.

Your student success adviser also helps you figure out what it will take to meet your graduation requirements.

### FACULTY ADVISER

Once you declare your major, you will be assigned a faculty adviser as well. The faculty adviser serves as a subject-matter expert that guides you throughout course selection and professional development.

## PERFECT TIMING

*Be sure to read the academic calendar on [scad.edu](http://scad.edu) so you know when the quarters start and end.*

## GRADUATE ACADEMIC ADVISING

You're taking the next step in your education and we are equipping you for success.

In addition to your graduate and faculty advisers, you will also be introduced to your graduate coordinator. The graduate coordinator's primary job is to assist with your graduate review and go over thesis procedures.

Learn more about life as a graduate student by clicking the "Graduate Studies" link, located under the Advising tab in MySCAD.



## ADVISING APPOINTMENTS

Use the online appointment scheduling system available in the Advising channel of MySCAD to make an appointment with your adviser. Appointments are available Monday through Friday and, during peak periods of the quarter such as drop/add and registration weeks, advisers are also available on a walk-in basis. You can see walk-in advising times in the online scheduling system or get them by calling the advising office.

To schedule an appointment, visit the MySCAD Student Workspace tab, Advising channel, and click the "Make an Appointment" link. You'll need to register using your SCAD email account. Once you're registered, you'll receive reminder emails about upcoming appointments, and can change your appointments online as needed.

Undeclared students should select the adviser who appears under their Academic Profile channel on the Student Workspace tab. When scheduling an appointment, select the reason you need to meet (registration difficulties, off-campus programs, graduation application, etc.) and provide any relevant details so your adviser can prepare for your appointment.



## SCAD PRO ADVISER

Use SCAD PRO Adviser for conveniently mapping out your classes. This online degree progress resource is designed to make navigating your curriculum simple and help you decide which courses you should take next.

To access SCAD PRO Adviser, go to the Advising channel in MySCAD, under the Student Workspace tab.

## FIND OUT HOW TO REGISTER

As a first-quarter, **first-year student**, your student success adviser will register you for all classes. Any transfer credits will be taken into account during your registration process. Students are generally registered for two studio classes and one lecture class during their first quarter. To make schedule adjustments, you will need to meet with a student success adviser.

New **transfer students** have an automatic academic advising hold that prevents them from making schedule changes on their own. If you need to adjust your schedule, you need to meet with a transfer adviser. Contact your adviser concerning future registration holds. You will receive an email from your student success adviser notifying you of the date and time of your fall quarter advising appointment.

Any schedule adjustments must be completed prior to the end of drop/add week, which is the first five business days of each quarter. Class sessions missed due to schedule changes are still recorded as absences.

Explore your options. There are a wide variety of disciplines to discover at SCAD.

### READY TO REGISTER?

You'll get a time ticket notification in your email when it's time to register.

### READY. SET. GO!

## DISCOVERING YOUR PATH

### EMBARK. EXPLORE. DISCOVER.

Don't miss "Embark. Explore. Discover.," an annual majors and minors fair where students and advisers introduce you to all majors. You'll also have a chance to interact with faculty members in each area of study and learn about endless career options.



## CREATIVE CURRICULUM

### UNDERGRADUATE

As an undergraduate, you'll get to experience many different major areas of study designed to prepare you for the professional world. We want you to embrace a multitude of creative outlets through a well-rounded curriculum that equips you with a versatile skill set and outlook for life.

To be a full-time undergrad at SCAD, you must be registered for at least 15 quarter-hours of credit per quarter, or three classes. You may register for a maximum of 20 quarter-hours, provided you have maintained a grade point average of at least 3.0 during the previous quarter.

You will be in class for 15 hours per week. For each hour you are in class, approximately two hours of outside work will be required.

### GRADUATE

As a graduate student, you'll build on your knowledge and achievements, advance your understanding and skills in art and design, and assume a leadership role.

You'll turn a critical eye to your own work, using peer critiques and seminar discussions to analyze and explore old and new knowledge in your chosen field. Your graduate experience culminates in student teaching, internships and possibly a thesis or final project, and you will emerge from your studies with a theoretical and practical understanding of your field.

Full-time grad students are registered for at least 10 quarter-hours of credit per quarter, but you may register for more than 15 quarter-hours with the permission of the department chair and by contacting your graduate staff adviser.

## GRADUATION

Apply for graduation two quarters prior to when you expect to complete your program.

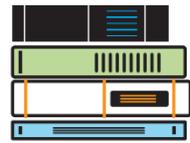
### ELECTIVES

Take advantage of the wide variety of electives and introductory courses offered that can help you uncover your true calling or even reveal a possible minor. Discover your choices for electives by visiting [scad.edu/academics/programs](http://scad.edu/academics/programs).

### SCAD CORE

The undergrad core curriculum is made up of foundation studies and general education courses. Your foundation studies are designed as studio classes where you can build visual, conceptual and creative abilities.

The general education courses in liberal arts are designed to help you develop critical-thinking skills by providing an intellectual foundation and breadth of knowledge for endless learning.



CHECK OUT THE  
**EX LIBRIS**  
BOOKSTORE  
ONLINE  
TEXTBOOKS  
TECHNOLOGY  
**ART SUPPLIES**  
APPAREL / GIFTS

EXLIBRIS.BKSTR.COM

## THE FIRST YEAR EXPERIENCE

This extended orientation course is a unique opportunity you'll participate in as an incoming freshman. The First Year Experience class, or FYE, is designed to ease your transition to college life and prepare you for academic excellence and your professional career.

Taught by your student success adviser, FYE covers a variety of success strategies, university policies and information regarding major and career options. These are addressed through group and individual exercises, projects and lectures.

You will attend your FYE course for one hour, once per week. Successful completion of FYE is a requirement for graduation.

## BOOKS AND SUPPLIES

### SCAD ATLANTA BOOKSTORE

Find everything you need for your classes, conveniently located on the first floor of SCAD Atlanta. Call 404.253.6088 to make a purchase. You can also access SCAD's full line of apparel, textbooks, technology, art supplies, gifts and more online through the university's Ex Libris Bookstore.



## KNOW THE ROLE OF THE REGISTRAR

The registrar's office provides you with information regarding attendance, withdrawals and incompletes, transcripts, registration, graduation requirements, enrollment verification, and the other enforced policies regarding your courses.

These resources are available to you in the Student Handbook on MySCAD, under the Resources tab.

## GRADUATION REQUIREMENTS

To receive your **undergraduate degree** in your program of study, you must earn 180 credit hours that include a fine arts foundation studies curriculum, comprehensive general education curriculum, major program or area of concentration curriculum, and electives.

**Graduate degree** candidates' requirements vary depending on the specific program and degree, and can range between 45 and 90 graduate quarter-hours.

Log in to MySCAD for a comprehensive list of degree requirements under the Advising tab.

# TAKE ON THE WORLD

Choose your location and expand  
your knowledge of other cultures.

SAVANNAH  
HONG KONG  
LACOSTE  
ATLANTA

## BROADEN YOUR HORIZONS

Ready to take on the world? SCAD study abroad can enhance your educational experience through short- and full-term international and domestic programs. No matter your major, you can earn degree credit by gaining a global perspective on art, architecture and design.

You'll expand your knowledge of other cultures and societies, which will put you ahead of the game as you step into a career in the global marketplace. Study in Asia's top business and cultural center at SCAD Hong Kong. Immerse yourself in the rich culture and pastoral setting of Provence at SCAD Lacoste.

You can also explore SCAD's location in Savannah or take advantage of short-term programs in the heart of design, arts and entertainment industries in Los Angeles, Chicago and New York.

Meet with your student success adviser to find out if you are eligible for study abroad programs and to consider how these courses may fit into your overall program of study.



## CLC

Want to get some hands-on experience with the world's leading brands and build a killer portfolio, all before graduation? Get involved in the Collaborative Learning Center, or CLC, SCAD's collaboration laboratory where industry partners work side-by-side with qualified students and faculty mentors to solve real-world problems.

Each year, the CLC generates nearly 40 distinct projects that tap the talents of students across all disciplines to transform vision into reality for companies like Hewlett-Packard, Adobe, Microsoft, Snap-on and The Limited.

## SCAD SUPPORT

So, now that you know how you'll be involved in your SCAD experience, here's how we'll complement your efforts using support programs designed with you in mind.

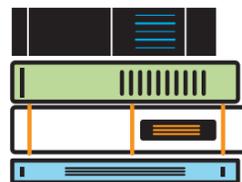
### ACADEMIC RESOURCES

The Academic Resource Center is your source for free, ongoing tutoring in courses most often requested by students including math, art history and software programs. It also offers other, specific tutoring by request, and all tutoring is available individually or in groups. Register on the Peer Tutor Connection in MySCAD to reach a peer tutor.

Links to every academic support resource are available in MySCAD, under the Resources tab, Academic Resource Network channel.

### LIBRARIES

Take a moment to marvel at the collection assembled at the ACA Library of SCAD. SCAD Libraries, which includes full-service locations in Atlanta, Savannah and Hong Kong, is a global art resource network that serves the entire university community. Learn more, search for materials and browse the collections at [library.scad.edu](http://library.scad.edu).



## WRITE ON!

Stop by the Writers' Studio in the ACA Library of SCAD.

### THE WRITE STUFF

At the Writers' Studio, you can get individual and small-group help with all aspects of the writing process, whether you're working on a course project or something related to your personal passions. Staff members will help you with prewriting, developing thesis statements, structuring ideas, revising drafts and formatting bibliographies.

They will not, however, proofread or edit for you, or act as a substitute for the ongoing relationships and dialog you should be having with your faculty members and adviser.

### FOUNDATIONS HELP

The Drawing and Design Center is available to assist foundation studies students with drawing, 2-D design and color theory. Individual tutoring and group workshops are available outside of class hours. Read more about open model sessions, tutoring labs and workshops on the Drawing and Design Center Web page, accessible through the Atlanta Learning Resource Network in MySCAD.

## POLICIES

### ATTENDANCE AND ABSENCES

Go to class. It's not just important for your success; it's a university policy! You are only permitted to miss four class sessions in each course. If you miss more than four sessions, you will be unable to pass the class. Use your absences wisely.

### ACADEMICALLY SPEAKING

Within the university's academic policies, you'll read full definitions and descriptions of policies that cover academic standing, attendance, course loads, dropping and adding courses, the grading system, grade point average requirements and withdrawals.

More specifically, the academic integrity policy means that under all circumstances, you are expected to be honest when dealing with faculty members, administrative staff and your fellow students. You must submit work that is your own and reflects YOUR level of accomplishment.

You'll also find information there on what happens when academic dishonesty is suspected and how decisions may be appealed.

## SCAD ACADEMIC POLICIES

The full academic policies are available at [scad.edu/policies](http://scad.edu/policies).

## FERPA WHAT?

Manage your FERPA preferences in MySCAD by navigating to the Forms channel under the Resources tab, selecting "Registrar" from the drop-down menu, and clicking the "FERPA Management" link.

## RIGHT TO PRIVACY

Last policy thing for now, promise, is the Family Educational Rights and Privacy Act, or FERPA. This federal law gives you a right to privacy with respect to your education record.

This means you can request to read your education record and propose amendment if you believe there is misleading or inaccurate information present. It also means you must consent to disclosure of personal information that is allowed under FERPA.

For example, if your parents make most of the payments on your account and will need to know your current account balance, sign a FERPA waiver so university staff members are allowed to discuss your account balance with them.

# DOLLARS AND SENSE

Some angst-inspiring things about college are unavoidable — grades, group projects and exams, anyone? But managing your money, paying for school and knowing when and where to get help with things like loans and scholarships shouldn't create anxiety.

Keep reading to see how we've got you covered.



-BILLING-  
STATEMENT



KNOW  
YOUR  
OPTIONS

FINANCIAL  
AID

SCHOLARSHIPS

## STUDENT ACCOUNTS

College is an investment in yourself and your future, and managing your student account with a businesslike focus will give you the chance to start your professional life on strong financial footing.

Your student account is where your charges for tuition, housing, meal plans and any other fees are posted, and where payments are recorded. You're responsible for notifying your adviser of any changes in name or address that may affect when or where you get your billing statements, or making those changes yourself through MySCAD.

A billing statement will be emailed to your student email address each month, but you can get updated info any time in MySCAD in the My Student Account channel, by clicking the "Account Detail by Term" link.

Your parent will not be sent a physical copy of your billing statement unless you request one so, if your parent is making payments on your account, you'll want to forward the emailed statement as soon as it arrives.

Contact your student success adviser with any billing statement questions, especially if you think you'll make enrollment or housing changes, to see how these may impact your account.



**BILLING QUESTIONS?  
HOUSING CHANGES?  
GOING PART-TIME?**

Contact your student success adviser or graduate adviser.

## KNOW YOUR OPTIONS

### FINANCIAL AID

There's federal student aid and state aid, along with possible grants. Your student success adviser will help you find and understand all the financial aid options available to you. He or she can walk you through completing the Free Application for Federal Student Aid, also known as the FAFSA, and give you the lowdown on policies, procedures and disbursement info.

You can access your SCAD financial records through MySCAD. Go there to review financial aid application requirements, download required forms, receive award notifications and view all aid that has been applied to your student account.

In order to receive financial aid for the current aid year, you must accept the terms and conditions and review your aid in MySCAD. These funds cannot be disbursed — or applied to your account — until you complete this acceptance. Attendance in your classes must be verified before financial aid can be paid, so you must attend all of your classes at least once during the first week of the quarter or disbursement of your funds may be delayed.

## SCHOLARSHIPS

Continuing students can apply for additional SCAD scholarships each spring. The scholarship application is available online during the month of April. All applicants are automatically considered for all applicable scholarships.

### SCHOLARSHIPS

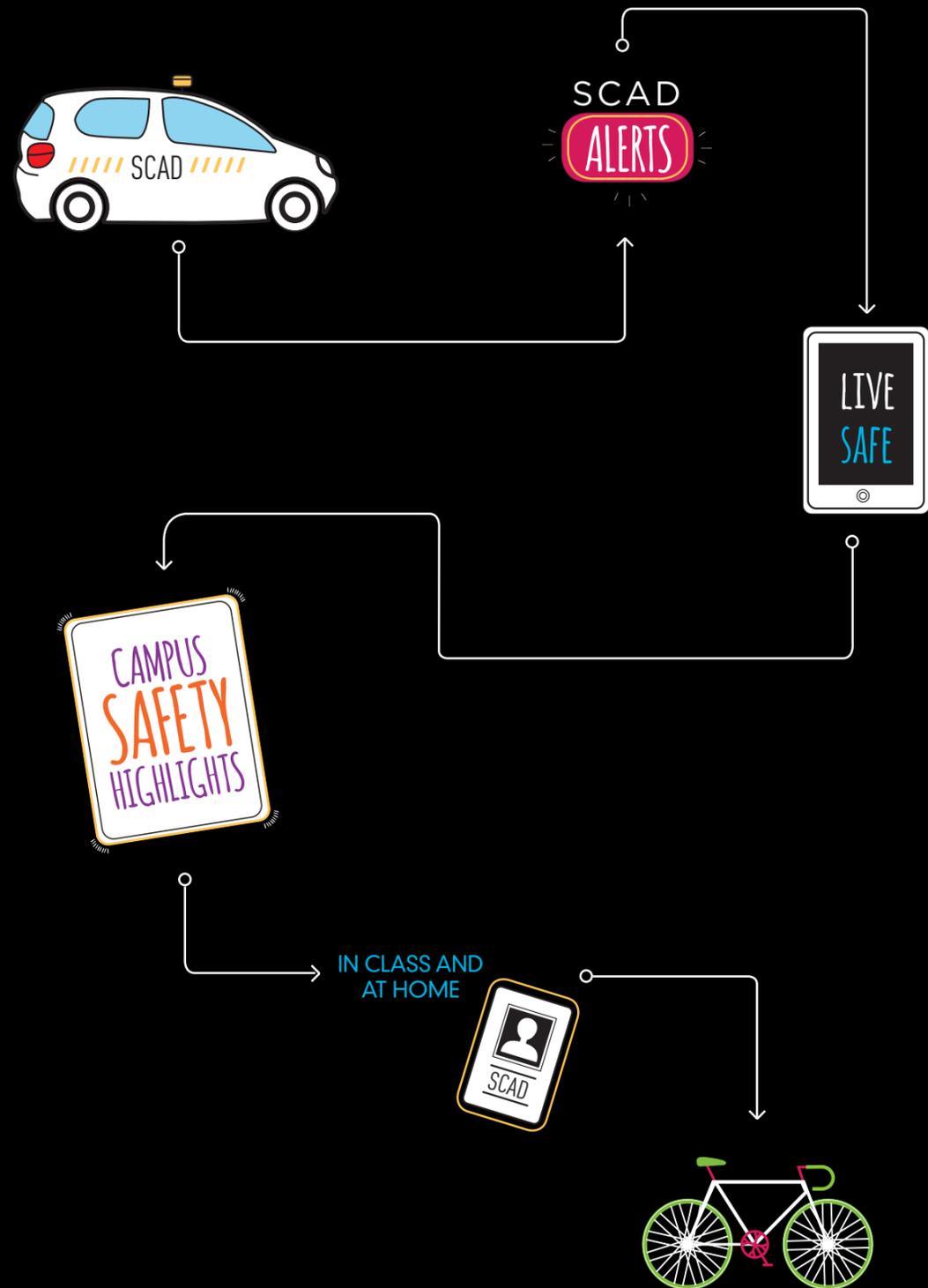
SCAD awards nearly \$90 million in scholarships to its talented students each year based on academic achievement, need or both.

Scholarships may be renewed annually as long as you stay enrolled and maintain a 3.0 GPA or higher. Living on or off campus can affect your scholarships, so be sure to consult an adviser before making changes to your living situation.

If you've been accepted to study in an off-campus program, you may also apply to receive travel scholarships. These are administered through the office of financial aid as well. If you are participating in one of SCAD's upcoming off-campus programs, you will receive information on travel scholarships that may be available that quarter.

# SAFETY AND SECURITY

The core of what we do at SCAD is provide you with a safe environment where you're free to pursue your passion for art and design. We do this by using best practices, connecting with our partners and creating a culture of safety and security where innovation can flourish. Keep reading to learn about information and tools available to help you navigate daily life at SCAD and in Atlanta.



## SECURITY IN ACTION

Student safety is a top priority at SCAD, and we have designed a dynamic safety program that pairs skilled staff with cutting-edge technology so you'll be comfortable in all university buildings, getting to and from class and traveling around Midtown. Security patrol officers are available 24/7, 365. They also work in and around academic buildings. These officers partner with SCAD community members to identify safety- and security-related issues and engage students, staff and faculty to solve problems.

Think of the officers as a neighborhood resource; they'll get to know you and be aware of what's going on in your area so that they can act quickly should an issue arise.

We also recently upgraded our closed-circuit television systems and added HD cameras to provide 24/7 coverage and recording capabilities in all academic buildings and residence halls.

## SCAD ALERTS

When a crisis or emergency situation occurs, you will receive updates via phone, text and email from the SCAD Alert system. Make sure your contact information is up to date in MySCAD. Visit the My Info tab, My Personal Info channel to verify your information is correct and to make any necessary changes.



## SPREAD THE WORD

If you see something, say something. We need your participation to make this work and we've put some great tools at your fingertips.

### LIVESAFE MOBILE APP

The SCAD LiveSafe mobile app, available for iPhone and Android, turns every smartphone on campus into a personal safety device by integrating with its GPS, allowing users to report crime in real time.

Download this app for an instant, direct connection with the SCAD Department of Public Safety and local law enforcement. Snap photos, anonymously report safety concerns or engage in a live chat with security officials. It's available in iTunes and the Google Play store.

### SELF DEFENSE

SCAD provides, at no cost to you, certified self-defense classes. Training is available for women and men and you can sign up for a session by contacting the SCAD Department of Public Safety. Read more about offerings and get current schedules on MySCAD.

**SCAD** 24/7  
DEPARTMENT  
OF PUBLIC  
SAFETY 365  
AVAILABILITY



## BE PREPARED

SCAD has a longstanding relationship with local law enforcement officials including the Atlanta Police Department and Atlanta-Fulton County Emergency Management Agency. APD patrols the Midtown area 24 hours a day and works closely with the SCAD Department of Public Safety and residence life officials to educate students on personal safety.

When something happens in the city at large, say, a major traffic accident, our staff links up immediately with these local leaders to determine any impact there may be for students and issue timely news and guidance if necessary.



## IN CLASS AND AT HOME

Academic building hours are available on MySCAD. You'll also need to read your Student Handbook, available in MySCAD, and check out the housing policies page in the Residence Life and Housing channel for all building access and guest rules, but here are the highlights:

### CAMPUS SAFETY HIGHLIGHTS

- » Keep your SCAD ID and room key with you at all times, and lock your door whenever you leave the room.
- » When entering a university building, you'll need to present your ID card for access. You are not allowed to sign in as a visitor in lieu of showing your ID card.
- » Residence hall visitation hours are 9 a.m. to 2 a.m., seven days a week and YOU are responsible for your guests' behavior.
- » No drugs. No alcohol. Period. Even if you are 21.

SAFETY  
QUESTIONS?

CALL US  
ANYTIME  
404.253.3333

## ON CAMPUS AND AROUND TOWN

One of the great things about our city is how easy it is to get where you need to go. You can travel on foot, by bike or use the SCAD Bee Line bus service.

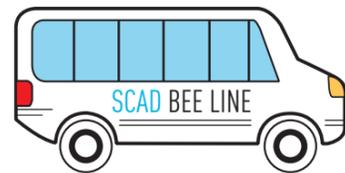
### TRANSPORTATION

SCAD offers frequent and free bus service to all SCAD Atlanta academic buildings and residence halls. Bus schedules are available each quarter at various locations throughout the university, including at the security desk and at both residence halls. Bus schedules are also available online at [scad.edu/buses](http://scad.edu/buses).

The Metropolitan Atlanta Rapid Transit Authority, or MARTA, provides rail and bus service in the Atlanta area to local shopping centers, the airport and SCAD Atlanta. MARTA stations are located within walking distance of ACA Residence Hall of SCAD and SCAD Atlanta.

You can purchase a MARTA pass from the office of auxiliary technologies. The monthly pass, along with a current SCAD ID, provides you access to unlimited travel on MARTA trains and buses all day, every day.

For more information, email the office of auxiliary technologies at [atlexpress@scad.edu](mailto:atlexpress@scad.edu). Learn more about MARTA at [itsmarta.com](http://itsmarta.com).



### BICYCLES AND MOTORCYCLES

We've set things up so getting around on two wheels is a piece of cake, but there are a few rules. Bicycles and motorcycles may only be parked in the parking deck. Any bicycle or motorcycle parked in unauthorized areas adjacent to the SCAD Atlanta building will be removed or towed.

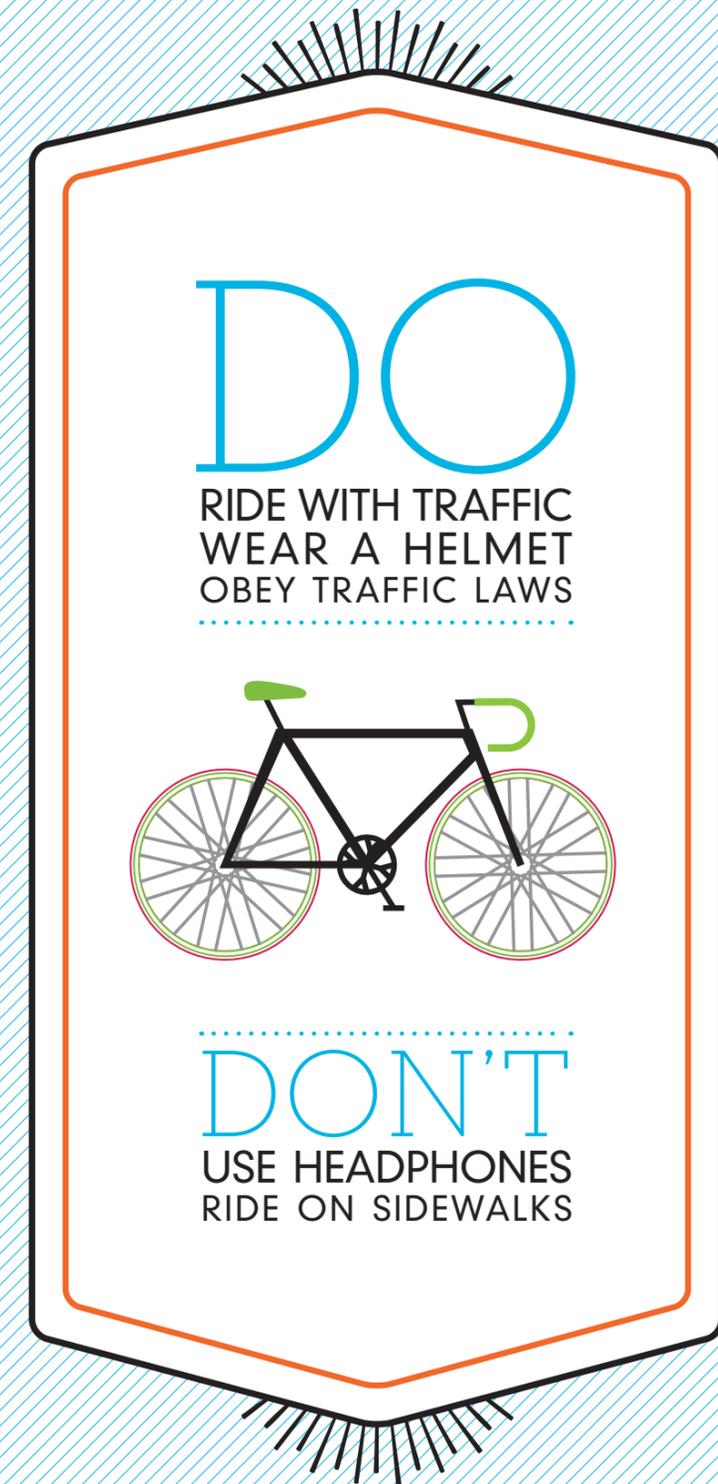
Secure your bike to one of the bicycle racks located near the second floor parking deck entrance to the security station using a U-lock.

A few dos: Do ride WITH traffic, including on one-way streets; do obey traffic lights and stop signs; do use hand signals to indicate turns, merges and stops; do use headlights and rear reflectors after dark; and do be mindful of pedestrians. And now for the don'ts: No riding with headphones in, no riding on sidewalks and no swerving through traffic or parked cars.

### PARKING

Complimentary parking is available to you in the SCAD Atlanta parking deck. You'll need to register your vehicle and get a parking decal.

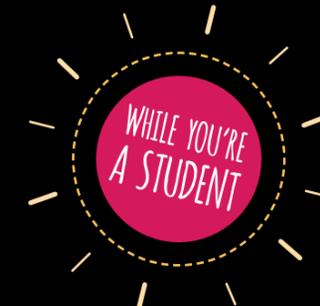
The decal is good for the academic year and must be displayed clearly inside the lower corner of the rear window, driver's side.



# CAREER PREP

Get where you want to be in your life and career by taking advantage of what SCAD has to offer beyond the classroom.

Delve into career prep with indispensable tools for researching the ever-changing job market. Career resources can provide you with exclusive information on career fairs, workshops and upcoming jobs, and help you understand trends in a given industry.



ONE-ON-ONE  
CAREER  
ADVISING

-ALUMNI-  
CAREER ADVISING

## WHILE YOU'RE A STUDENT

As soon as you set foot at SCAD, you began discovering your interests and strengths. As you explore your talents, your career adviser can help you hit your goals. You'll get guidance on choosing courses and a major, finding organizations you want to target, arranging internships and jobs, and much more.

### CAREER ADVISER

While working toward obtaining your degree, a career adviser is available to offer individual career counseling for professional development and job search assistance.

To make an appointment with your career adviser, you must visit the online appointment scheduler in MySCAD.

### WORKSHOPS

Create a knockout résumé, prep your portfolio and perfect your pitch. Workshops organized by the office for career and alumni success are full of topics, tips and tidbits that you can put into action. Check out the full slate of upcoming workshops on the scad.edu master calendar.

### EMPLOYER VISITS

Top companies, brands and organizations from around the world recruit at SCAD. Take advantage of these employer visits to gain insight into the field of your choice and get your foot in the door.



### OUT TO LAUNCH

A fresh take on the traditional career fair, Out to Launch puts students and alumni in the driver's seat. You'll show recruiters and employers your best work by hosting a booth that includes portfolio displays. With more than a hundred companies attending each year, you're bound to meet your match. Take advantage of this one-day event that could help you land your next internship or dream job.

### CAREER NEWS

Read the latest on employer visits, special events, career tips and available jobs and internships by subscribing to this email newsletter.

### SCAD JOB PORTAL

Each quarter, employers post hundreds of job and internship opportunities on the SCAD Job Portal. Upload an online résumé to avail yourself for recruitment.

### CALLS FOR ENTRY

Get recognized for your artwork, designs and ideas by entering in national and international competitions publicized in CAS newsletters. You could be eligible for cash prizes, win widespread distribution of your work or become part of an exhibition.

SCAD  
ALUMNI  
GLOBAL NETWORK  
7 CONTINENTS  
MORE THAN  
30,000 MEMBERS  
75+ COUNTRIES

SCAD ALUMNI ASSOCIATION

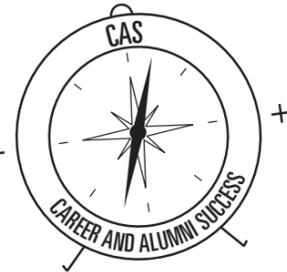
Search for us on Facebook and LinkedIn  
and connect with 30,000-plus alumni.

### ONE-ON-ONE CAREER ADVISING

Make an appointment with your career adviser. Talk about your goals, learn how to overcome obstacles and stay on track for graduation. Get advice for your specific situation and concerns through face-to-face, phone or online appointments.

### ALUMNI CAREER ADVISING

Individual career counseling is available to provide you with career development and professional job search assistance even beyond graduation. As an alumnus, you can meet with a dedicated career adviser who knows the job market in your field of study and who can coach you on honing your interview skills, developing self-promotion techniques, making portfolio presentations and more.



# NOW, IT'S YOUR TURN

You've discovered some of the powerful resources  
at your disposal and the people who will guide  
you throughout your journey.

Be curious.

Ask questions.

Explore beyond the bounds  
of your imagination.

This is your time, your experience,  
your chance to decide your future.

(We'll be here whenever you need us.)

## QUICK CONTACT LIST

### Student Success and Advising

atl\_advise@scad.edu  
404.253.3400

### SCAD Card

scadcard@scad.edu  
404.253.3426

### Residence Life and Housing

atreslife@scad.edu  
404.253.3200

### SCAD Department of Public Safety

security@scad.edu  
404.253.3333

### Counseling and Student Support Services

atlcounseling@scad.edu  
atldisability@scad.edu  
404.253.3204

### Registrar

registrar@scad.edu  
404.253.3425 or 404.253.3103

### Student Accounts

studentaccounts@scad.edu  
404.253.3400

### Financial Aid

atl\_advise@scad.edu  
404.253.5400

### Career and Alumni Success

careersatl@scad.edu  
404.253.3276

### SCAD Libraries

ref\_atl@scad.edu  
404.253.3196

### Student Employment

stemploy@scad.edu

### The Writers' Studio

writeatl@scad.edu  
404.253.3109

### Drawing and Design Center

ddcenter@scad.edu

### Ombudsman

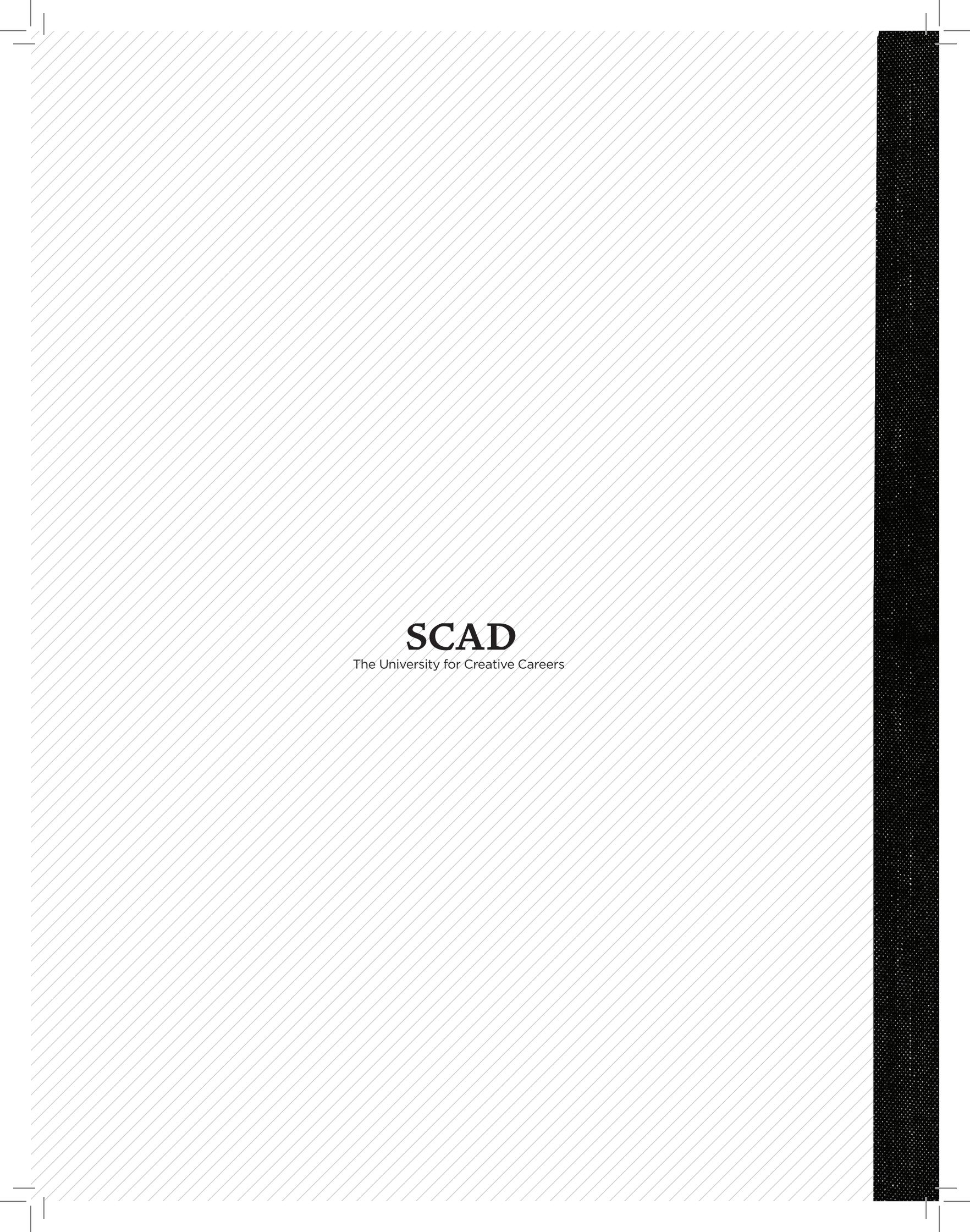
ombuds@scad.edu  
912.525.5213

### International Student Services Office

issoatl@scad.edu  
404.253.3104

### Graduate Advising

gradstudiesatl@scad.edu  
404.253.3400



**SCAD**

The University for Creative Careers