# Table of Contents

**WELCOME**  2

Mission Statement  2

From the Director of the Master’s Programs  3

Meet the Master’s Programs Staff  4

**CONTACT INFORMATION**  5

**ADVISOR INFORMATION**  6

From Your Advisors  6

Advisor Assignments  6

Advisor/Advisee Responsibilities  7

Other Advisor Functions  8

Writing Advisor Services  9

Fieldwork Placement Services  9

**REGISTRATION INFORMATION**  10

Registration Deadlines  10

How to Register  11

Schedule of Classes  11

D-Clearance Questionnaire  11

Curriculum Snapshots  12

Web Registration Process  12

**UNIVERSITY RESOURCES**  13

USC Catalogue  13

SCampus  13

USC Email  13

MyUSC  14

OASIS  14

Blackboard  14

Parking & Transportation  14

USC ID Card  15

Financial Aid  15

Student Health Insurance  16

**GRADUATE HOUSING**  17

**INTERNATIONAL SERVICES**  17

**CAREER PLANNING**  18

**GETTING INVOLVED**  19

Graduate Student Organizations  19
WELCOME
The New Student Handbook was developed to introduce you to the policies, procedures, and requirements of graduate study at the University of Southern California, Rossier School of Education. We hope it is a helpful guide as you navigate through the various sources of information regarding graduate life at USC.

The Master’s Programs Office is home base for your academic needs. We encourage you to get to know the staff and contact us with any questions, updates, or needs you may have with regard to your degree program. We can help you with all paperwork related to your graduate study and can also work on your behalf to initiate and coordinate various administrative processes with other university offices.

MISSION STATEMENT
The primary goal of the Master’s Programs Office in the Rossier School of Education is to ensure the smooth and effective delivery of master’s degree programs by supporting the needs of our students, faculty, and staff, and promoting an academic environment conducive to optimal learning and professional development. We seek to accomplish this mission through a collaborative approach that incorporates the diverse perspectives of our stakeholders and upholds customer service and student success as guiding values.

MASTER’S PROGRAMS STAFF
FROM THE DIRECTOR OF THE MASTER'S PROGRAMS

Congratulations on your decision to make USC Rossier School of Education your next academic home! In doing so, you will be joining a diverse community of scholars and professionals with a deep commitment to the advancement of educational systems on local, national, and global levels. Our faculty and staff are eagerly awaiting your arrival and looking forward to working with you through this new stage in your academic career.

This handbook has been prepared to serve as a resource for your various academic needs, ranging from course registration to your student records, useful contact points to key dates and deadlines. It also contains information about taking care of practical items, such as your USC ID card, a parking pass, and graduate housing. Although I hope you’ll find the handbook helpful, please know that you can also turn to the terrific staff in the Master’s Programs Office for any additional assistance you may need. We are dedicated to ensuring that your transition to graduate school at USC is as smooth and seamless as possible.

What I have found particularly distinctive at Rossier are the energy and engagement among our graduate students, both within and well beyond the classroom. As you prepare to join us soon, you can expect to be embraced by this vibrant community of peers, who will be eager to share their tips, advice, and wisdom on navigating the graduate student experience at USC. In turn, I hope you will seize many of the opportunities you’ll be provided to make the most of your educational experience and to develop as a professional.

All my best for a productive and enriching experience with us.

Fight On!

Arman Davtyan, Ed.D.
MEET THE MASTER’S PROGRAMS STAFF

Arman Davtyan, Ed.D.
Master’s Programs Director
armandav@usc.edu

Deise Benitez, M.S.
Student Services Advisor
deiseben@usc.edu

Celene Gomez
Administrative Assistant
celenego@usc.edu

James Hayashi, MPW
Writing Advisor
jhayashi@usc.edu

Sheila Sanchez, Ed.D.
Senior Student Services Advisor
smsanche@usc.edu

Derek Sapico, MMFT
Placement Coordinator
dsapico@usc.edu
MASTER’S PROGRAMS OFFICE

Master’s Programs Office
Rossier School of Education
University of Southern California
Waite Phillips Hall
Suite 304
Tel: (213) 740-3255
Fax: (213) 740-2367
Email: mastersprograms.rossier@usc.edu
Blog: http://rsoemastersprogramsoffice.blogspot.com/
Website: http://rossier.usc.edu/students/masters-program-forms/masters-programs-advising-form.html

OFFICE HOURS:

Summer Semester Hours:
Monday through Friday– 8:30am to 5:00pm

Fall/Spring Semester Hours:
Monday through Thursday– 8:30am to 7:00pm
Friday– 8:30am to 5:00pm

MEET OUR STUDENT STAFF

Vivika Demel
Graduate Assistant

Luis Nevarez
Student Worker
A MESSAGE FROM YOUR ADVISORS

Congratulations on being accepted to the Rossier School of Education! We are very excited to work with you this academic year as your Student Services Advisors. As your advisors, we are here to assist you in successfully navigating through the University of Southern California academic system. Feel free to contact us anytime, regarding your academic, personal, or career goals. Welcome to the Trojan Family!!

Fight On!

Deise Benitez, M.S.
Student Services Advisor

Sheila Sanchez, Ed.D.
Senior Student Services Advisor

It is the Student Services Advisors’ goal to uphold these professional values as outlined by the National Academic Advising Association (NACADA).

Figure at right: NACADA. (2005). NACADA statement of core values of academic advising. Retrieved from the NACADA Clearinghouse of Academic Advising Resources Website: http://www.nacada.ksu.edu/Clearinghouse/AdvisingIssues/Core-Values.htm

ADVISOR ASSIGNMENTS

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>ADVISOR</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postsecondary Administration &amp;</td>
<td>Deise Benitez</td>
<td><a href="mailto:deiseben@usc.edu">deiseben@usc.edu</a></td>
</tr>
<tr>
<td>Student Affairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational Counseling</td>
<td>Deise Benitez</td>
<td><a href="mailto:deiseben@usc.edu">deiseben@usc.edu</a></td>
</tr>
<tr>
<td>School Counseling</td>
<td>Deise Benitez</td>
<td><a href="mailto:deiseben@usc.edu">deiseben@usc.edu</a></td>
</tr>
<tr>
<td>Marriage and Family Therapy</td>
<td>Sheila Sanchez</td>
<td><a href="mailto:smsanche@usc.edu">smsanche@usc.edu</a></td>
</tr>
<tr>
<td>School Leadership</td>
<td>Sheila Sanchez</td>
<td><a href="mailto:smsanche@usc.edu">smsanche@usc.edu</a></td>
</tr>
<tr>
<td>Advisor Responsibilities: What You Can Expect</td>
<td>Advisee Responsibilities: What You Are Expected to Do</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-----------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Support and assist in assessing your interests, identifying and examining your educational goals, and advocating for your academic and personal needs</td>
<td>Seek guidance from your advisor in regards to your educational and career goals, course selections, short-term and long-term plans, and academic needs</td>
<td></td>
</tr>
<tr>
<td>Effectively and accurately communicate Program updates, graduation requirements, and University policies and procedures</td>
<td>Maintain close communication with your advisor (regularly checking/responding to email and utilizing in-person advising) regarding important academic matters and any other inquiries you may have</td>
<td></td>
</tr>
<tr>
<td>Advise on academic and professional matters and provide referrals to on-campus resources as appropriate</td>
<td>Maximize the use of resources and assistance available to you in the Master’s Programs Office and at USC</td>
<td></td>
</tr>
<tr>
<td>Evaluate and monitor your academic progress and identify resources that will assist in reaching your academic potential</td>
<td>Read and review the University Catalogue and SCampus to understand University policies and program requirements, and seek clarification as needed</td>
<td></td>
</tr>
<tr>
<td>Promote and facilitate co-curricular and professional development opportunities that supplement your academic experiences and career preparation</td>
<td>Stay current on news, announcements, deadlines, and events/activities related to your degree program by regularly visiting the Rossier Master’s Programs Blog, the Current Student website, and other communication outlets at Rossier and USC</td>
<td></td>
</tr>
<tr>
<td>Serve as a liaison between students and faculty, as well as other University departments, in an effort to facilitate the resolution of issues and the development of strong relationships among all stakeholders</td>
<td>Display courtesy and professionalism in your dealings with all faculty, staff, and students within Rossier and throughout the University</td>
<td></td>
</tr>
</tbody>
</table>
## OTHER ADVISOR FUNCTIONS

Student Service Advisors can also assist with the following areas:

<table>
<thead>
<tr>
<th>OTHER ADVISOR SPECIALITY AREAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relating degree program to career aspirations</td>
</tr>
<tr>
<td>Concerns about academic performance</td>
</tr>
<tr>
<td>Interest in conducting a self-directed study</td>
</tr>
<tr>
<td>Interest in writing a Master’s Thesis</td>
</tr>
<tr>
<td>Seeking professional development and career preparation opportunities</td>
</tr>
<tr>
<td>Program/graduation requirements</td>
</tr>
<tr>
<td>Registration issues</td>
</tr>
<tr>
<td>Transferring courses from previous institutions</td>
</tr>
<tr>
<td>Substituting or waiving a class</td>
</tr>
<tr>
<td>Withdrawing from a course</td>
</tr>
<tr>
<td>Considering a leave of absence</td>
</tr>
<tr>
<td>Academic policies and procedures</td>
</tr>
</tbody>
</table>
WRITING ADVISING SERVICES

The writing advisor is a key resource in supporting the writing needs of students enrolled in master’s degree programs at Rossier. These services are provided throughout the academic year, using a variety of methods (one-on-one, group presentations, video tutorials, handouts, etc.). Examples of writing-related topics addressed in the past include:

- Introduction to Graduate Writing
- APA Citations, Formatting, and Quotation Usage
- Effective Paragraphs Using Evidence
- Literature Reviews

One-on-one writing advisement is provided by appointment and available to students who are referred by their professor or student services advisor.

For more information on the writing resources available for master’s students, please contact James Hayashi at jhayashi@usc.edu or visit the writing advisement website at: http://rossier.usc.edu/students/masters-program-forms/writing-advising.html

FIELDWORK PLACEMENT COORDINATOR SERVICES

The Fieldwork Placement Coordinator (FWPC) serves as the primary resource for questions and issues related to the practicum/fieldwork requirement in each of our degree programs. The FWPC works with students to ensure that the Fieldwork requirements for their curriculum are met and assists students in navigating the field experience from beginning to end. The following are specific areas in which the FWPC can assist:

- Helping to address questions and/or concerns from students regarding their sites/schools/agencies
- Serving as liaison with practicum/fieldwork sites to represent the needs/interests of students/faculty in the Rossier master’s programs
- Providing guidance on researching and selecting sites that match students’ professional interests and goals
- Conducting information sessions for students to inform them of all practicum/fieldwork prerequisites and provide an overview of the practicum/fieldwork experience, as it relates to the broader professional training provided in each of the degree programs
- Administering the process of tracking and evaluating students at their practicum/fieldwork sites, in collaboration with site supervisors
- Monitoring the quality of field supervision provided at sites and intervening when necessary
**REGISTRATION INFORMATION**

Below you will find a list of important dates and deadlines for the Summer and Fall 2012 semesters:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Questionnaire Due for MFT Admits</td>
<td>Friday, May 25, 2012</td>
</tr>
<tr>
<td>New MFT Admits Summer Registration</td>
<td>Friday, June 1, 2012</td>
</tr>
<tr>
<td>Summer 2012 Classes begin</td>
<td>Wednesday, June 27, 2012</td>
</tr>
<tr>
<td>New Student Questionnaire Due for Fall Admits (SC, PASA, &amp; EC)</td>
<td>Monday, July 2, 2012</td>
</tr>
<tr>
<td>New Admits Fall 2012 Registration Begins (All programs)</td>
<td>Monday, July 9, 2012</td>
</tr>
<tr>
<td>Last Day to Settle Without a Late Fee</td>
<td>Friday, August 24, 2012</td>
</tr>
<tr>
<td>Fall 2012 Classes Begin</td>
<td>Monday, August 27, 2012</td>
</tr>
<tr>
<td>Labor Day</td>
<td>Monday, September 3, 2012</td>
</tr>
<tr>
<td>Last Day to Register Without a &quot;W&quot;</td>
<td>Friday, September 14, 2012</td>
</tr>
<tr>
<td>Last Day to Drop a Class with a &quot;W&quot;</td>
<td>Friday, November 16, 2012</td>
</tr>
<tr>
<td>Thanksgiving Recess</td>
<td>Wednesday-Friday, November 21-24, 2012</td>
</tr>
<tr>
<td>Fall Semester Classes End</td>
<td>Friday, December 7, 2012</td>
</tr>
</tbody>
</table>
HOW TO REGISTER

IMPORTANT: All students wishing to register for courses offered at Rossier must first obtain departmental clearance (often referred to as “D-clearance”). Courses that require D-clearance will be denoted by a “D” following the section number in the schedule of classes.

Example:
Section 27520D does require clearance   Section 27502R does not require clearance

D-clearance will be provided by your advisor, based on the standard course sequence prescribed by students’ program of study. Any deviations from the standard course sequence need to be discussed and approved in advance of D-clearance being granted. After receiving a D-clearance email confirmation from their advisor, students can proceed with course registration.

ONLINE SCHEDULE OF CLASSES

For a complete list of courses being offered, meeting times/days, instructors, registration dates, and procedures, visit the USC online Class Schedule at http://web-app.usc.edu/soc/

NEW STUDENT QUESTIONNAIRE

Prior to enrolling in your first semester of coursework, you will need to complete a brief questionnaire to provide more information about your enrollment plans. This information will help us make accurate enrollment projections for each program and plan course offerings accordingly.

The deadlines to submit the New Student Questionnaire are listed below:

**Summer 2012 Admits** (MFT only): Due by Friday, May 25, 2012
**Fall 2012 Admits** (PASA, EC, & SC): Due by Monday, July 2, 2012

Link to New Student Questionnaire: http://tinyurl.com/newfall2012

Please Note: The New Student Questionnaire requires you to supply your USC email address. Please see further instructions on how to create your USC email on Page 13.

*To be eligible to create your USC email address, you must be in the system, meaning you must have confirmed your enrollment with the USC Rossier Admissions Office.

**Your USC Email Address will be added to a program list serve and all academic related communication will be sent to this email address. If you would prefer setting up a forwarding system, please view more information here:
http://www.usc.edu/its/email/help/forwarding.html
CURRICULUM SNAPSHOTS
For a list of courses required within your degree program, click on the link to your program curriculum snapshot below:

MFT: http://tinyurl.com/MFT2012

PASA: http://tinyurl.com/PASA20122013

School Leadership: http://tinyurl.com/Lead20122013

School Counseling: http://tinyurl.com/SC20122013

Educational Counseling: http://tinyurl.com/EC20122013

WEB REGISTRATION PROCESS
In order to register for classes, you will need to go to the Web Registration site, which you can access by first logging into myUSC. myUSC is accessible here: https://my.usc.edu/portal/guest.php. By first logging into myUSC, you can access web registration under “Student Links.” Web registration can also be accessed directly here: https://camel2.usc.edu/webreg/Login.asp

Instructions:
- Enter Student ten digit USC-ID and PIN or log in through myUSC and click on “continue.”
- Select the term, Summer 2012 or Fall 2012.
- Select Yes or No to the Tuition Refund Insurance Program (http://www.usc.edu/dept/ARR/tuitionrefund/).
- Look for Rossier School of Education.
- Choose the course prefix (e.g. EDUC, EDHP, EDCO, etc. per your curriculum snapshot).
- Choose your class and add the course to your bin or click on autoschedule.
- Click add next to the course number, and then add next to the section number.
- At the top of the screen, click on myCoursebin.
- Then click on Add this Class. You must click this to schedule your class.
- Then click on the submit button to be sure that you have added the class to your schedule.
- Repeat this process for each class.
- Click on calendar view to double check your registered course schedule. The classes confirmed are those with a red mark.

For an online tutorial of the web registration system, click on the link below: https://camel2.usc.edu/webreg/Web%20Registration%20Instructions.pdf

You can also review your enrollment through myUSC and clicking on OASIS. In OASIS you can click on registered course list for a list of classes in which you are registered.
UNIVERSITY STUDENT RESOURCES

USC CATALOGUE

The USC Catalogue is the document of authority for all students. The program requirements listed in the USC Catalogue supersede any information that may be contained in any publication of any school or department including the Master's Programs of study. Graduate students may elect to follow (a) the degree requirements in the catalogue current for the semester of their admission to the degree program or (b) degree requirements in subsequent catalogues as long as they are continuously enrolled. A hard copy of the USC Catalogue will be given out at Orientation. An online version of the Catalogue will be available later this summer.

SCAMPUS

Another excellent source of USC information is SCampus: A Student Guidebook. SCampus provides tips on navigating through USC as a student, including the hours and locations of a variety of student services and a comprehensive telephone directory. There is an important section on University Governance that details the Student Conduct Codes, Academic Integrity, Grievance Procedures, and University Policies. SCampus is an excellent resource that we recommend you keep throughout your pursuit of the Master's degree. A hardcopy of SCampus will be given out at Orientation. You can access the online copy here: http://web-app.usc.edu/scampus/.

USC EMAIL

All USC students are granted a USC email account. To set up your USC email account visit: http://www.usc.edu/firstlogin/ and follow the instructions. Check your USC email account daily for messages from the Master's Programs Office concerning registration, news and events. Faculty send important assignments, changes and announcements for class meetings, and other notices to your USC email address.

If you are a USC student and would like to create a USC-branded Gmail account, you will first need to activate your Google Apps at USC account. The Google Apps at USC activation site is accessible at http://getgoogle.usc.edu/.

Instructions on how to forward your USC email account messages to another account that you use more frequently, can be found on the USC email main page at http://www.usc.edu/its/email/help/forwarding.html
MYUSC
MyUSC is the university's information portal, designed to give students, faculty, and staff personalized access to wide-ranging campus resources in a single location. It is located at the top right side of the USC homepage by clicking on popular links: http://www.usc.edu. At MyUSC you will have quick access links to OASIS, Blackboard, Web Registration, Email, etc. This is your personalized central access spot for University information and activities. You can also access myUSC here: https://my.usc.edu/portal/guest.php

OASIS
The Online Academic Student Information System (OASIS) can be accessed from USC’s main web page or directly at https://camel2.usc.edu/OASIS/. Here you can monitor your student record including registration, course summaries, account balance, activity restrictions, address changes, and more. You should check OASIS at least once a semester and certainly after each time you add/ drop or make any changes to your classes. Your first login will use your ten digit USC ID number and your password will be your six digit birth date (MMDDYY). We recommend you change your password after your first login. You can also access OASIS by logging into the myUSC portal.

BLACKBOARD
Blackboard is a web-based resource allowing faculty and students to communicate regarding their classes. Faculty may send email to registered students, post syllabi, course documents, and assignments through Blackboard. We highly recommend that you check Blackboard for your next semester’s courses prior to the start of the semester so that you may view upcoming class events. You may access your Blackboard account by visiting https://blackboard.usc.edu/. Your username and password will be the same as those used for your USC email. You can also access Blackboard by logging into the myUSC portal.

PARKING AND TRANSPORTATION
For students planning on buying a parking permit, Trojan Transportation will host the Commuter Online Sales Event for 2012 - 2013 permits starting May 1, 2012 and continuing through June 30th for the fall and spring. Permits are awarded on a lottery basis. For Summer 2012 permits, the sale begins April 9, 2012 and is on-going pending space availability. For more information, visit http://www.usc.edu/parking or contact the office at (213) 740-3575. See more information here for parking rates: http://transnet.usc.edu/guest_services/rates.aspx

(Note: All Rossier classes are on the UPC campus). The Parking Permit Application is available online. This department also offers the Campus Cruiser and Shuttle programs to help you get around the campus neighborhood safely, and provides schedules and maps for local transportation options including DASH and MTA.
**USC ID CARD**

Your card may be obtained from USCard Services located in first floor of Parking Structure X (PSX) adjacent to McCarthy Quad. Students are required to obtain a student ID during their first semester at USC. Cards issued after a student’s initial semester of enrollment are subject to a service fee. USCard Services provides methods for electronic submission of your photo here: [http://www.usc.edu/bus-affairs/admin_serv/uscard_serv/general/getting_id.html](http://www.usc.edu/bus-affairs/admin_serv/uscard_serv/general/getting_id.html).

Alternatively, you may visit the aforementioned office to have your picture taken.

A USC ID card is a must for all USC students and should be carried at all times while on campus. The card, which identifies you as a currently enrolled student, also entitles you to various other privileges and potential uses on and off campus. Your student ID entitles you to use the University Library System, the Lyon Center and other recreational facilities. Please note that the doors to Waite Phillips Hall (WPH) lock after 6PM and can only be opened by swiping your ID card.

You may open an account with the USCard Office, which will enable your ID card to function as a debit card. The debit card can be used to purchase a variety of products and services the university offers. For more information on your ID card, visit [http://www.usc.edu/uscard](http://www.usc.edu/uscard).

**FINANCIAL AID**

For the 2012-2013 academic year, the tuition cost for graduate students at Rossier School of Education is based on $1,473 per unit of coursework (subject to change in future years). You can calculate the approximate overall cost of your degree program by multiplying this amount by the number of units required by your degree program.

Answers to common questions related to financing graduate study at USC may be found at: [http://www.usc.edu/admission/fa/](http://www.usc.edu/admission/fa/). You may also contact the Financial Aid Office by phone at (213) 740-1111 or visit in person at John Hubbard Hall (JHH) Lobby (physical address: 700 Childs Way, Los Angeles, CA 90089) during regular business hours.

Please be advised that the priority deadline for filing the Free Application for Federal Student Aid (FAFSA) with USC for the upcoming 2012-2013 academic year was May 4, 2012. If you had intended to apply for financial aid and missed this deadline, you may contact the Financial Aid Office for guidance on how to proceed.

For answers to additional questions related to your student financial account, including billing, payment options, and loan disbursements, please visit the Student Financial Services website at: [http://fbs.usc.edu/depts/sfs](http://fbs.usc.edu/depts/sfs).
STUDENT HEALTH INSURANCE
The university requires that all students have supplemental health insurance. This will help to cover the cost of health care that cannot be obtained at the University Park Health Center, especially in emergency situations where hospitalization may be required. All students carrying six units or more are automatically enrolled in the USC student health insurance plan. All international and Health Sciences campus students are required to have health insurance and are automatically enrolled in this plan, even if they carry fewer than six units.

Information regarding USC’s Student Health Insurance will be updated this summer here: http://www.usc.edu/student-affairs/Health_Center/insurance/plan.description.shtml.

The deadline to submit your waiver for the Fall 2012 semester is Friday, September 14, 2012.

STUDENT HEALTH INSURANCE WAIVER REQUIREMENTS
To waive the USC Student Health Insurance Plan, your other coverage must:

- Provide at least $500,000 in lifetime aggregate coverage (no per incident maximums)
- Have no major exclusions – pharmacy coverage, mental health coverage and maternity coverage (female students) are required
- Have effective dates covering the entire semester for which the waiver is requested (verification may be requested by USC student health insurance office)
- Have a policy year deductible of $2,500 or less
- Pay for at least 70% of all covered expenses to providers in the Los Angeles area. (Emergency coverage only in Los Angeles is not accepted for waiver)
- Have a maximum out of pocket expense on the policy (deductible plus out of pocket maximum) not exceeding $7,500
- Provide an identification card or policy with student name and/or policy information allowing USC to confirm eligibility must be provided
- Provide documents in English with currency amounts converted to U.S. dollars and an insurance company contact phone number in the U.S. must be provided

Students insured under their parent’s plan can face the possibility of not being covered in the Los Angeles area if their managed care plan does not provide local coverage. It is best to first check with your carrier if you are waiving the USC insurance plan. For more information please call the Student Insurance Office at (213) 740-0551.

Waiver pre-worksheet:

To request your waiver online:
http://www.usc.edu/student-affairs/Health_Center/insurance/waiver.information.shtml#criteria
STUDENT DENTAL PLAN
Dental coverage for students is available for purchase at a premium rate per year, billed to the student’s account. Dependent coverage will also be available at a separate premium rate. Spring enrollment will only be allowed for new incoming students in the spring semester. Plan details are available at http://www.usc.edu/student-affairs/Health_Center/docs/ins.Delta.StudentDentalPlan.pdf

GRADUATE HOUSING

USC Trojan Housing
USC offers about 400 graduate housing units. The Trojan Housing website, http://housing.usc.edu, offers more information and application instructions. Some of the resources include:
- Search for housing specifying criteria such as graduate or families: http://housing.usc.edu/HousingOptions/BuildingSearch.aspx
- Application Instructions: https://housing.usc.edu/Portal/Default.aspx

USC's Alternative Housing Resource
USC also offers students a subscription to a housing search service for non-USC-owned housing. This search service can also be used to find roommates. This resource is available at http://www.housing4students.com/colleges/usc/index.html

USC Office of International Services - Housing Information
The Office of International (OIS) website contains information related to temporary accommodation and various housing options for their stay at USC. For students and scholars who are interested in living off campus, there are resources for apartment searching including lists of online rental listings and management companies, as well as the OIS off-campus housing postings.

OIS Housing Information: http://sait.usc.edu/ois/housing.aspx

OFFICE OF INTERNATIONAL SERVICES

For more information regarding international student policies and procedures, such as full-time enrollment requirements, F-1 status, leaves of absence, reduced course load, etc., please see the OIS website: http://sait.usc.edu/ois/
CAREER PLANNING

A number of resources are available to assist you in seeking professional opportunities and preparing for a career in your chosen field. The **USC Career Center** is available to assist students with job postings, internship opportunities, career advising, along with several handouts with tip sheets.

The ConnectSC website is an online portal where current USC students can search current job listings on and off the USC campus.

For more information about the USC Career Center visit: [http://careers.usc.edu/](http://careers.usc.edu/)

In addition to the Career Center, Rossier graduate students can find a list of graduate assistantships in the Division of Student Affairs listed on the **Graduate Student Employment Opportunities** website: [http://sait.usc.edu/gradjobs/index.asp](http://sait.usc.edu/gradjobs/index.asp).

Job announcements will also be available and listed on the Rossier Master's Programs Office Blog, which can be accessed here: [http://rsoemastersprogramsoffice.blogspot.com/](http://rsoemastersprogramsoffice.blogspot.com/). We highly encourage you to follow us by email. This option will provide you with daily updates on announcements such as job, internships, fieldwork opportunities, along with information regarding workshops and conferences.

For on campus employment and scholarship opportunities, please see the USC Financial Aid Work-Study and scholarships pages.

[http://www.usc.edu/admission/fa/workstudy/](http://www.usc.edu/admission/fa/workstudy/)
[http://www.usc.edu/admission/fa/grants_scholarships/graduates/fellowships.html](http://www.usc.edu/admission/fa/grants_scholarships/graduates/fellowships.html)

The USC Rosier School of Education also has important scholarship and financial aid information on the **Financing Graduate Study** website: [http://rossier.usc.edu/financing/](http://rossier.usc.edu/financing/).
GETTING INVOLVED

USC Graduate Student Government (GSG)

The GSG mission is to enhance the University of Southern California graduate and professional student experience by serving as the face of the student body. To accomplish this, GSG is responsible for managing student resources efficiently, providing a voice for the student community, building a community that fosters interdisciplinary exchanges, and informing students about their rights, resources, and opportunities.

Website: http://www.gpssuscom/

Education Government Organization (EGO)

The Education Government Organization (EGO) is the official graduate student umbrella organization for the USC Rossier School of Education. EGO is sponsored by the Graduate and Professional Student Senate (GPSS) and the Rossier School of Education.

The Education Graduate Organization was formed in 1968 as a forum for the exchange of student ideas and for the planning of student activities. Our mission is to explore and promote academic issues and support a feeling of collegiality and community at the Rossier School of Education, by assisting all graduate students in every aspect of their academic and social lives at the University of Southern California. We do so by collaborating with all of the Rossier graduate student organizations and promoting the research efforts of education students through reimbursements for conferences, as well as by sponsoring social activities for graduate students to come together and strengthen their bonds to the Trojan family.

All graduate students in the Rossier School of Education are automatically members of the organization and as such, are encouraged to participate in all of the activities and programs hosted by EGO.

Website: https://sites.google.com/site/educationgraduateorganization
Email: usc.ego@gmail.com

Educators for Queer Alliance (EQuAl)

The graduate organization Educators for Queer Alliance was created in the Fall of 2008. EQuAl is a graduate organization for anyone interested in promoting Lesbian, Gay, Bisexual, Transgendered, Queer, and Intersexed (LGBTQI) awareness on campus and among fellow educators. We work alongside the LGBT Resource Center and other organizations on campus, including other LGBT graduate organizations, to promote this awareness.

Website: http://sites.google.com/site/uscequal
Email: usc.equal@gmail.com
**Marriage and Family Therapy Student Organization (MFT-SO)**

The Marriage and Family Therapy Student Organization (MFT-SO) was founded as a way to bridge the gap between the first-year, second-year, and third-year cohorts. The organization strives to be four things— a social organization, a professional organization, community organization and, most importantly, a place to have a great time with our fellow classmates.

MFT-SO strives for collaboration between the cohorts to plan many fun and exciting events for all to enjoy.

Email: mucciaci@usc.edu

**School Counselors of Tomorrow (SCoT)**

SCoT (School Counselors of Tomorrow) is a student-run organization established in 2008 to provide resources, services, and social outlets to the students of the School Counseling program. Through its implementation of various networking and professional developments events, SCoT continues to strengthen the “Trojan Family” network and provide educational opportunities for students outside of the classroom. SCoT advocates for current school counseling students within the Rossier School of Education, as well K-12 academic achievement through community outreach efforts. Members of SCoT are actively learning from counselors of today, while preparing to be the counselors of tomorrow.

Website: [http://www.scf.usc.edu/~scot/](http://www.scf.usc.edu/~scot/)
Email: scot@usc.edu

**National Association of Peer College Advisors (NAPCA)**

Our purpose is to nurture in students the confidence to aspire to and complete a postsecondary education, the resilience to help students break through barriers to college access and attainment, and to ensure successful transition from high school to college enrollment. We strive to connect students and families with relevant experiences, information, and resources to empower them to take ownership of their future goals, and make informed decisions when selecting a college or career that connects to their academic preparation and future higher education aspirations.

NAPCA supports graduate students who are interested in serving as School or Educational Counselors and who align with the mission and purpose of the student organization. School Counselors are eligible to receive up to 200 hours of fieldwork experience toward the PPS Credential.

Website: [http://www.napcaonline.org/](http://www.napcaonline.org/)
Email: napca@usc.edu
PASA Network

The purpose of the PASA Network is to promote the academic, social, and professional development of graduate students in the field of postsecondary administration and student affairs. We also increase awareness about the student affairs field by conducting outreach to prospective applicants while maintaining relationships with alumni.

Website: http://www-scf.usc.edu/~pasanet/  
E-mail: pasa.network@gmail.com

Students of Higher Education Counseling (SHiEC)

Students of Higher Education Counseling (SHiEC) was created after the 2010 Education Counseling cohort saw the need for a strong support group. Today, SHiEC helps develop professional as well as social goals for its members. By promoting academic success and facilitating networking within and outside of the EC program, SHiEC will continue to promote the quality of its students as change agents in the field of higher education.

Email: hec.usc@gmail.com