# ADVISING HANDBOOK FOR UNDERGRADUATE MAJORS

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I. WELCOME TO THE DEPARTMENT OF KINESIOLOGY

On behalf of the entire faculty and staff, I welcome you as a student to the Department of Kinesiology. All of us are committed to helping you attain an excellent education in your major, as part of completion of your Bachelor's Degree at San Francisco State University. On other pages of this Advising Handbook, you will find information about the Department's Mission, the faculty, and our various programs. You will also learn about working with an advisor, how you can complete your major most efficiently, and how you can work with faculty and other students in a variety of scholarly activities.

Your career goals are important to us. One section in this Handbook is devoted to planning for your next steps, even as you are completing your undergraduate work. We also realize that a solid basic education, good breadth and depth of knowledge and a wide and flexible set of technical and learning skills will enable you to meet the changing demands of your interests and the job market. Thus, we hope you will plan carefully to integrate your major program with General Education and with your free electives.

To make the most of your undergraduate experience, effective advising is critical for you. Along these lines, it is necessary that you meet with Dr. Abraham, the Undergraduate Coordinator, who will discuss your program of studies and assign you an academic advisor. It is required that you meet with your advisor each semester.

We have tried to make this Handbook as complete and up-to-date as possible. We will give you all the guidance we can, but it is ultimately up to you to make sure that you keep complete records of your own progress and that these agree with the official University record of your work.

I wish you much success during the course of your studies in the Department of Kinesiology and it is my hope to get to know you as you get involved in the department’s many activities.

Sincerely,

Marialice Kern, Ph.D.
Professor & Chair
II. MISSION OF THE DEPARTMENT OF KINESIOLOGY

The Department of Kinesiology at San Francisco State University has as its mission to enhance theory and practice, scholarship and service, about, in, and through human movement. The study of volitional human movement provides one window for understanding ourselves as human: the tasks we accept or devise for ourselves; our creative approaches to their solutions; the interactions among mover, task, physical environment, and culture. Movement forms are basic to communication and expression, to play games, sport and art, to accomplish the tasks of daily life, and to establish one's sense of self and of community. Movement activities are vital to healthful development and physiological functioning across the life span and across the entire range of human circumstances.

Students and faculty in the Department of Kinesiology are engaged in discovering and understanding those factors which interact to influence development, acquisition and performance of motor skills: the functioning of the neuromuscular system as its supports effective movement; physiological adaptations to exercise; rehabilitation or reacquisition of skill and physiological sufficiency subsequent to trauma; socio-cultural, psychological, biomechanical, and physiological factors which serve to constrain or define motor behavior. We take as a given that moving is a critical avenue to understanding movement, that reflective examination of one’s experiences as a mover is a necessary and valid means to creation of knowledge about movement.

The Kinesiology Faculty believes that scholarship is enriched through the multiple ways of knowing and by multiple approaches to solving problems. Interaction with colleagues in related areas is crucial for cross-disciplinary and interdisciplinary examination of factors influencing movement and skill. Similarly, students must understand the connectedness of various sub-disciplines, which form the study of human movement, within and beyond their own discipline. Faculty are committed to working closely with students to foster critical thinking skills, develop scholarly independence, and nurture multi-faceted and cooperative approaches to problem solving through curricular, co-curricular, and community experiences. Faculty guide students as they identify problems of practical significance and apply multiple perspectives to their solutions.

The Department seeks to sustain excellent interactions with the diverse communities in which it resides and which it can serve, and to foster service and scholarship partnerships, which are mutually beneficial. One fundamental means to this end is preparation of scholar – practitioners in human movement: professionals who can assist others to move with greater freedom and greater success, and who can help others learn about, through and in human movement.
All students graduating from our programs can expect:

1. Demonstrate knowledge of and skill in a broad variety of motor skill and fitness activities;

2. Students will understand the biological and physical bases of movement and the changes that occur across the lifespan, within diverse populations, and under a variety of environmental conditions;

3. Students will understand the behavioral and psychological bases of movement and the changes that occur across the lifespan, within diverse populations, and under a variety of environmental conditions;

4. Students will understand the sociocultural, historical, and philosophical perspectives of human movement within and across diverse cultures, historical periods, and social settings;

5. Students will understand how motor skills are acquired and refined;

6. Students will understand how fitness is achieved and maintained across the lifespan and within diverse populations;

7. Students will be able to apply critical thinking, reading, writing, oral communication, quantitative and qualitative analysis and information management skills to movement-related questions;

8. Demonstrate knowledge of the conditions of safe practice in physical activity contexts;

9. Students will be able to use the computer, technology and measurement instrumentation to support inquiry and professional practice in movement-related fields;

10. Students will understand theory and methods of assessment in kinesiology including the selection, construction and evaluation of measuring instruments;

11. Students will be able to understand the various methods of conducting research in human movement;

12. Students will be able to demonstrate ability to integrate cross-disciplinary knowledge bases of Kinesiology in a theoretical and applied, problem-solving context.

13. Students will be familiar with standards, ethics, and expectations, of professional, communities related to human movement.
IV. KINESIOLOGY DEPARTMENT FACULTY AND STAFF*

<table>
<thead>
<tr>
<th>FACULTY</th>
<th>SPECIALIZATION UNDERGRADUATE</th>
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</thead>
<tbody>
<tr>
<td>Allen Abraham</td>
<td>Associate Chair and Advising Coordinator</td>
</tr>
<tr>
<td>Mark Gorelick</td>
<td>Physical Education, Exercise Physiology</td>
</tr>
<tr>
<td>Claudia Guedes</td>
<td>Physical Activity Promotion, Credential</td>
</tr>
<tr>
<td>Anderson, David</td>
<td>Motor Behavior</td>
</tr>
<tr>
<td>Kate Hamel</td>
<td>Biomechanics</td>
</tr>
<tr>
<td>Marialice Kern</td>
<td>Department Chair, Exercise Physiology, Graduate Coordinator</td>
</tr>
<tr>
<td>Mi-Sook Kim</td>
<td>Sport Psychology</td>
</tr>
<tr>
<td>Matt Lee</td>
<td>Exercise Physiology</td>
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<tr>
<td>Robert Schleihauf</td>
<td>Biomechanics</td>
</tr>
<tr>
<td>Nicole Bolter</td>
<td>Research Methods &amp; Assessment</td>
</tr>
<tr>
<td>Maria Veri</td>
<td>Sociocultural Studies</td>
</tr>
<tr>
<td>Steve Wallace</td>
<td>Neuromotor Control</td>
</tr>
<tr>
<td>David Walsh</td>
<td>At-Risk Youth Development</td>
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<tr>
<td>Susan Zieff</td>
<td>History/Philosophy of Sport, Culture, Gender &amp; Movement</td>
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<tr>
<th>STAFF</th>
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<tbody>
<tr>
<td>Maria E. Allain</td>
<td>Administrative Office Coordinator (AOC)</td>
</tr>
<tr>
<td>Noelle A. Trinidad</td>
<td>Administrative Support Coordinator (ASC)</td>
</tr>
<tr>
<td>Gary Lynch</td>
<td>Men's Locker Room Attendant</td>
</tr>
<tr>
<td>Jan Foster</td>
<td>Women’s Locker Room Attendant</td>
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*A brief summary of each faculty can be obtained through the department web page (www.sfsu.edu/~kinweb)

A list of faculty’s office location, phone numbers and office hours are available in the Dept. office, Gym 101.
V. CAREER OPTIONS FOR THE MAJOR IN KINESIOLOGY

There are many careers related to the study of human movement, exercise and fitness. With changes in societal needs, and with the development of new knowledge, careers will develop over your lifetime, which neither you nor we can anticipate now. The trick is to stay current, well-educated, and flexible, and to think broadly about your own personal skills and interests. Whatever your own career goals, your advisor can help you tailor your major, General Education, and free electives to help you accomplish your goals. Be aware, however, that almost all professions require that you continue your studies beyond your undergraduate degree. It is important that you plan for this while completing your Bachelor’s Degree program.

Here are some careers you may want to consider:

- Adaptive Movement Activity Specialist
- Adult Fitness Director or Specialist
- Aerobics Instructor
- Athletic Trainer
- Biomechanist
- Cardiovascular Rehabilitationist
- Chiropractor
- Community Exercise and Health Activist
- Dance Medicine Specialist
- Ergonomicist
- Exercise Epidemiologist
- Exercise Physiologist
- Gait Analyst
- Group Exercise Instructor
- Health/Fitness Program Director
- Health/Wellness Consultant
- Home Space Designer for people w/ disabilities
- Industrial Ergonomicist
- Journalist, sport focus
- Laboratory Technologist
- Medical Equipment Sales Representative
- Movement Analyst
- Movement Ethnographer
- Movement or Sport Psychologist
- Neuroscientist
- Occupational Therapist
- Orthopedist
- Orthoticist
- Performance Assessment
- Personal Trainer
- Physical Therapist
- Physical Therapy Aide
- Physical Education Teacher
- Physician
- Play Space Designer
- Prostheticist
- Rec/sports facilities Administrator
- Seniors Fitness Consultant
- Sports Coach
- Sports Equipment Designer
- Sports Manager
- Sports Medicine Specialist
- Sport of Movement Philosopher
- Sport Sociologist
- Therapy Clinic Administrator
- Wellness Coordinator
- Workplace Fitness Director
- Workplace Space Designer
- Youth Sports Coach
- Zoological Biomechanist

Note: Please refer to the Occupational outlook Handbook (http://www.bls.gov/oco/) look under Professional Occupations, and then under health Diagnosing and Treating practitioners or health Technologists and Technicians for information as to educational preparation, job outlook and salaries. Salaries listed represent national averages and are not indicative to east and west coast salaries which tend to be 10-15% higher.

CAREER OPTION SOURCES

The following are Internet or e-mail sources for accessing Kinesiology related career opportunities:

- SFSU Career Center: http://www.sfsu.edu/~career
1. General Employment Search Engines

- America’s Job Bank: www.ajb.dni.us/
- Insider's Edge on Job Search & Hiring: www.asktheheadhunter.com/
- True Careers: www.careercity.com
- The Riley Guide: www.dbm.com/jobguide/
- Hot Jobs: www.hotjobs.com
- Monster: www.monster.com/
- Careers and Jobs: www.starthere.com/jobs/
- 4 Work: www.4work.com/

2. Kinesiology, Sport and Physical Education Specific

- Career Lab: www.careerlab.com/
- Health and Wellness Jobs: www.healthandwellnessjobs.com
- Health Fitness Corporation: www.healthfitnesscorp.com
- Health Promotion Career: www.hpcareer.net
- Sports Jobs: www.jobsinsports.com
- Therapeutic Recreation Jobs & Internships: www.recnparks.com/jobs
- Resort Jobs: www.resortjobs.com
- SGMA International Job Listings: www.sgma.com/jobs
- Sports Workers: www.sportsworkers.com
- Wellness Connection: www.wellnessconnection.com

3. Professional Organizations

- American Alliance for Health, P.E., Rec. and Dance: www.aapheed.org
- American College of Sports Medicine: www.acsm.org
- American Occupational Therapy Association: www.aota.org
- American Physical Therapy Association: www.apta.org
- California Association of Health, P.E., Rec. & Dance: www.capherd.org/
- Fitness Personnel and Enthusiasts: www.ideafit.com
- National Athletic Training Association: www.nata.org/
- National Strength and Conditioning Association: www.nsca-lift.org
- National High School Coaches Association: www.hscoaches.org

4. Certifying Organizations

- Aerobics and Fitness Association of America AFAA: www.afaa.com
- American Council on Exercise (ACE): www.acefitness.org
- American College of Sports Medicine: www.acsm.org
- School of Allied Health Services: www.kpsahs.kp.org

Job Opportunities

VI. GETTING AN ADVISOR, SELECTING A CONCENTRATION, SEEING YOUR ADVISOR, AND PLANNING FOR YOUR DEGREE: AN OVERVIEW

Getting assigned an Advisor: you must see the Department’s Undergraduate Advising Coordinator in Gym 137 to officially declare a Kinesiology as your major with the Department, to select an appropriate major concentration and to be assigned an official department advisor. Your department advisor will help you plan your course work; discuss career options, course prerequisites, and your overall academic progress. Students are to see their advisor a minimum of once a semester during their office hours.

When meeting with your advisor you should discuss:

1. Career Goals
2. Your current Academic Status, degree progress and academic performance
3. Courses and Prerequisites that you plan to take during the coming and subsequent semesters.
4. A Graduation target date
5. Post-Graduate Study

DEGREE OPTIONS

The department offers the Bachelor of Science Degrees in Kinesiology with two Concentrations and a minor:

♦ **Exercise and Movement Sciences Concentration:** prepares students for advanced study in a number of exercise and movement related fields. This degree concentration examines the study of Kinesiology which encompasses exercise physiology; biomechanics; motor learning and development; and the psychological and socio-cultural aspects of physical activity. The programmatic approach is multidisciplinary and invites study in the biological and social sciences, psychology, philosophy, and communications. The degree program examines those factors that influence the form, function, and effectiveness of exercise and movement across the lifespan for the disabled. This degree concentration will prepare students who wish to become exercise physiologists or fitness specialists in clinical, research, educational, or business settings, or physical or occupational therapy, biomechanics, motor learning and development, and ergonomics. In addition, students who wish to pursue graduate studies in these areas will be will prepared to do so. Students are also ready to pursue endeavors in the private sector.

♦ **Physical Education Concentration:** prepares students for entry to a teacher credential program. The course of study satisfies state requirements for the Subject Matter Program in Physical Education and for departmental standards of competence in Physical Education.

➢ **Adapted Physical Education Certificate:** By completing 11 additional units beyond the requirements for the Physical Education Concentration, students may earn an additional certification as a Specialist in Adapted Physical Education. (CURRENTLY ON HOLD)

♦ **Minor/Certificate in Athletic Coaching:** Students interested in a career in athletic coaching may select to complete the minor in athletic coaching to gain knowledge, skill and experience. The athletic coaching minor/certificate curriculum is 24 units. The minor is offered as part of the undergraduate curriculum and the certificate as a post-baccalaureate curriculum.
**EMS: Neuromuscular Science**

<table>
<thead>
<tr>
<th>Entry Level Pre-Requirements</th>
<th><em>FOLLOW THIS SEQUENCE AFTER ALL PREREQUISITES &amp; GE’s ARE COMPLETED</em></th>
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<tbody>
<tr>
<td>Bio 100 or 230</td>
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<tr>
<td>Math 124</td>
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<tr>
<td>Chem 101/102 or 115</td>
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<td>Phys 101/102 or 111/112</td>
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<tr>
<th>1st Semester</th>
<th>2nd Semester</th>
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<tr>
<td>BIO 328 Anatomy</td>
<td>BIO 610/611 Physiology</td>
</tr>
<tr>
<td>KIN 250 Intro to Kinesiology</td>
<td>KIN 480 Anatomical Kinesiology</td>
</tr>
<tr>
<td>Kin 330 Writing GWAR</td>
<td>KIN 486 Motor Learning</td>
</tr>
<tr>
<td>KIN 384 Assessment</td>
<td>KIN 457 Culture Gender and Mvmt</td>
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<tr>
<td>Kin 487 Motor Development</td>
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<thead>
<tr>
<th>3rd Semester</th>
<th>4th Semester</th>
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<tbody>
<tr>
<td>KIN 482 Ex.Phys</td>
<td>KIN 697/698 Research Seminar</td>
</tr>
<tr>
<td>KIN 483 Ex Phys Lab</td>
<td>KIN 680 Quantitative Analysis</td>
</tr>
<tr>
<td>KIN 485 Biomechanics</td>
<td>Kin 538 Therapeutic Exercise</td>
</tr>
<tr>
<td>KIN 504 Sport and Exercise Psychology</td>
<td>KIN 636 Neuromotor Control</td>
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</tbody>
</table>

**Key:**
- Exercise and Mvmt Science Requirement
- Neuromuscular Science Requirement

Some courses involve a chain of prerequisites and if you do not take them in time they will cause a delay in your graduation date. If you take Bio 328 by your first semester in the major, (3rd year, 5th semester) you can graduate in 4 semesters. If not, it will take longer than 4 semesters to graduate. The chain of prereqs is as follows:

Some courses involve a chain of prerequisites and if you do not take them in time they will cause a delay in your graduation date. If you take Bio 328 by your first semester in the major, you can graduate in 4 semesters. If not, it will take longer than 4 semesters to graduate. The chain of prereqs is as follows:

Upon completion of Segment I and II GE requirements; the following sequencing of courses by Emphasis and Specialty should be followed in order to graduate within four semesters.

Bio 328, Kin 480, Kin 485, Kin 680. You must take each of these courses in order. When you have finished the first, you can take the second, etc., etc. You can not take any of these courses during the same semester – they are all prerequisites for the course that follows.

The other prereq chain goes through Kin 538:
Bio 328, Bio 610, Kin 480, Kin 482, Kin 538
## EMS: Human Performance Analysis

### Entry Level Pre-Requirements

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<tr>
<th>Requirement</th>
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<tbody>
<tr>
<td>Bio 100 or 230</td>
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<td>Math 124</td>
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<td>Chem 101/102 or 115</td>
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<td>BIO 610/611 Physiology</td>
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<td>KIN 250 Intro to Kinesiology</td>
<td>KIN 480 Anatomical Kinesiology</td>
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<tr>
<td>Kin 330 Writing GWAR</td>
<td>KIN 486 Motor Learning</td>
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<tr>
<td>KIN 384 Assessment</td>
<td>KIN 457 Culture Gender and Mvmt</td>
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<tr>
<td>Kin 325 Computer Applications</td>
<td>Kin 331 Peak Performance</td>
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<td>KIN 483 Ex Phys Lab</td>
<td>KIN 680 Quantitative Analysis</td>
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<td>KIN 485 Biomechanics</td>
<td>Kin 539 Motor Assessment .. Disabilities</td>
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<td>KIN 504 Sport and Exercise Psychology</td>
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</table>

### Key:
- **Exercise and Mvmt Science Requirement**
- **Human Performance Analysis Requirement**

Some courses involve a chain of prerequisites and if you do not take them in time they will cause a delay in your graduation date. If you take Bio 328 by your first semester in the major, you can graduate in 4 semesters. If not, it will take longer than 4 semesters to graduate. The chain of prereqs is as follows:

Upon completion of Segment I and II GE requirements; the following sequencing of courses by Emphasis and Specialty should be followed in order to graduate within four semesters.

Bio 328, Kin 480, Kin 485, Kin 680. You must take each of these courses in order. When you have finished the first, you can take the second, etc., etc. You can not take any of these courses during the same semester – they are all prerequisites for the course that follows.

The other prereq chain goes through Kin 482:
- Bio 328, Bio 610, Kin 482
Upon completion of Segment I and II GE requirements; the following sequencing of courses by Emphasis and Specialty should be followed in order to graduate within four semesters.
<table>
<thead>
<tr>
<th>Entry Level Pre-Requirements</th>
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<td>KIN 457 Culture Gender and Mvmt</td>
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<td>(KIN 322 Sports in America)</td>
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<th>3rd Semester</th>
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<tr>
<td>KIN 482 Ex.Phys</td>
<td>KIN 697/698 Research Seminar</td>
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<tr>
<td>KIN 483 Ex Phys Lab</td>
<td>(KIN 502 Sport and Social Issues)</td>
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<tr>
<td>KIN 485 Biomechanics</td>
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<td>KIN 504 Sport and Exercise Psychology</td>
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<tr>
<td>Kin 502 Sport and Social Issues</td>
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Kin 502 required

*select 9 units from the following*

Kin 300 Health Related Fitness and Wellness
Kin 322 Sport in America (sugg. Taken in 2nd semester)
Kin 420 Field Experience in Fitness/Wellness
Kin 437 Physical Dimensions of Aging
Kin 490 Intro. To Sports & Fitness Mgmt.
(sugg. Taken in 3rd or 4th semester)
### EMS: Social Science Studies in PA

<table>
<thead>
<tr>
<th>Entry Level Pre-Requirements</th>
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<tbody>
<tr>
<td>Bio 100 or 230</td>
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<td>KIN 485 Biomechanics</td>
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<tr>
<td>KIN 504 Sport and Exercise Psychology</td>
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</tbody>
</table>

Kin 489 required

*select 8 units*

| Kin 322 |
| Kin 331 |
| Kin 502 |
| Kin 620 advance practicum |
## EMS: Fitness Programming in Youth and Elderly Population

### Entry Level Pre-Requirements

- Bio 100 or 230
- Math 124
- Chem 101/102 or 115
- Phys 101/102 or 111/112

<table>
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<tr>
<th>1st Semester</th>
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<tr>
<td>KIN 482 Ex.Phys</td>
<td>KIN 697/698 Research Seminar</td>
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<td>KIN 483 Ex Phys Lab</td>
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<td>KIN 485 Biomechanics</td>
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<td>KIN 504 Sport and Exercise Psychology</td>
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Kin 308 Instructional Analysis: Fitness Activites
Kin 420 Field Experience
Kin 490
Kin 437
Kin 555

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**PREREQUISITES**

15
Most major courses require prerequisites. It is the student's responsibility to ensure that they have completed appropriate course prerequisites prior to enrolling in a major course. Students may determine course prerequisites using the following methods:

1) By accessing the Department's Advisor Software Program
   Http://userwww.sfsu.edu/~biomech
   First click on "Software" and then on "Advisor") Note: This method is considered
   the most definitive.

2) By referring to the listing of prerequisites indicated on the course requirement
   handouts. These can be found outside the Department Office, Gym 101.

3) By referring to the University Bulletin, under the Course Descriptions Section, under
   Kinesiology Courses.

Community College Transfer Students should refer to http://www.assist.org to determine which
community college courses transfer as equivalent department major course requirements.

GRADING OPTION: LETTER GRADE

All courses used to fulfill major requirements must be completed for a letter grade, including activity courses. CR/NC grades may not be used or listed in the major application for graduation.

DOUBLE COUNTING G. E. COURSES for MAJOR REQUIREMENTS

There is no limit to the number of units that may be double counted between courses and Segment I and II GE Requirements. A maximum of two major courses, 6 units, may be counted to fulfill the Segment III GE requirement.

APPLYING FOR GRADUATION

You may apply for graduation in the Fall, Spring, and or Summer, typically within the first month of the session or semester. The University graduation ceremony is held only in May.

If you plan to graduate, you should meet with a General Education Advisor prior to seeing your Major Advisor to assure that all G.E. and university graduation requirements are met. (ADM Bldg. 212 or HSS 239) Review your DARS and/or ASE Report to ensure all GE and University graduation requirements have been met. If you need assistance, see a General Education Advisor in the University Advising Center, Adm. 212, or CHHS Student Resource Center, HSS 254, to be sure that you have fulfilled all University GE and Graduation Requirements.

Graduation applications are available at the Registrar at the Student Services Building or online through the University website. Look under “Registrar” and “Forms”. Complete the form by listing courses as they appear on degree requirements handouts: including pre-requisites, core, concentration, and emphasis and specialty courses.

You must complete the University Graduation Application, and the Kinesiology Department Exit Survey. Department Exit Surveys are available at the Associate Chair's Office or Kinesiology Department Office.
Signatures

- Have your advisor review and sign your application.
- Submit the completed application and Department Exit Survey to the Associate Chair for review and signature.
- Take the signed application to the Cashier's Office at Student Services Building (SSB) and pay the application fee. Submit the receipt and/or stamped application to the Registrar's office in the SSB.

**GRADUATION CHECKLIST**

San Francisco State University will award a Bachelor’s Degree at the end of your studies if you successfully complete the following:

- 120 units of work (GPA 2.0 in major, for all colleges and at SFSU)
- 48 units are General Education*
- 9 units in Physical and Biological Sciences. One course must have a lab.
- 9 units in Behavioral and Social Sciences.
- 9 units in Humanities and Creative Arts.
- **9 units in Relationships of Knowledge** (Segment III): These are organized in clusters and must be taken no sooner than the semester during which you achieve upper division status (60 units). One course must be a CESD (Cultural Ethnic Social Diversity) course. You should declare your segment III as soon as possible.
- Literacy = EPT, ENG114, ENG 214 (1st and 2nd year Eng. Comp.) JEPET, ENG 414 (If one does not pass the JEPET)
- 40 units Upper Division (300+) No Community College work
- 64 units outside of KIN/PE. Any units without a KIN prefix are acceptable. Work on a minor is okay.
- Overall C average in all SFSU coursework and a C average in your major (Except a 2.75 for the B.S. in t P.E.)
- U.S. History and Government requirement: Met by taking two 3-unit courses. See the bulletin or class schedule.
- Library requirement: self-paced
- Other requirements: residency units, maximum units from a Community College, major, etc. Check the bulletin and see an advisor.

12 units of Basic Subjects: Second year Eng. Comp. (ENG 214 or equivalent), Oral Communication (SPCH 150 or equivalent), Critical Thinking (select from several courses), and Quantitative Reasoning. For Quantitative Reasoning, you must pass the ELM test before taking the course, and must take the ELM before second semester of attendance at SFSU.

**GRADUATING WITH HONORS**

Based upon a cumulative grade point average (GPA) at the time of graduation (across all units attempted, whether in residence or transferred from other institutions) students may graduate with honors based upon the following:
A student whose GPA is 3.5 or greater, but less than 3.7 shall graduate *cum laude* ($\geq 3.5 \text{ GPA} < 3.7$)

A student whose GPA is 3.7 or greater, but less than 3.85 shall graduate *magna cum laude* ($\geq 3.7 \text{ GPA} < 3.85$)

A student whose GPA is 3.85 or greater shall graduate *summa cum laude* ($\geq 3.85 \text{ GPA}$)

**FOUR-YEAR PLANS**

Available upon request from the Department Office, Gym 101, are sample four-year plans for completing the degree concentrations.

**STUDENTS' RIGHTS AND RESPONSIBILITIES REGARDING COMPLETION OF MAJOR PROGRAMS IN THE DEPARTMENT OF KINESIOLOGY**

In the following section, you will find information on student rights and responsibilities for completing the major concentration in the Department of Kinesiology as well as the Department’s Also included in this section are comments on interweaving General Education courses with the major.

Each student in the Department of Kinesiology has the right to:

- Expect high-quality educational experiences in classrooms, labs, and co-curricular activities.

- Access to faculty during faculty office hours and by appointment.

- Accurate advising about curricula and assistance in planning degree programs.

- Course availability according to the Department’s course rotation (see attachment), or to course substitutions upon the advisor's written approval, should the Department not be able to furnish a course per its own rotation plan.

- Courteous treatment by faculty, administrators and staff of the Department.

- All other rights provided to students at San Francisco State University as delineated in the University Bulletin.

Each student in the Department of Kinesiology is responsible for:

- Meeting with the Dept. Advising Coordinator to officially declare Kinesiology as their major with the department and to select an appropriate concentration, especially and emphasis concentration; and to be assigned a department advisor.
• Knowing your "Bulletin year," the year to which you have Bulletin rights for University-wide General Education requirements. (See your Admissions Letter or your Advanced Standing Evaluation Form.)

• Planning your class, study, work, and recreational time in a manner which permits optimum involvement in your education.

• Obtaining access to a P.C. format computer (Department courses are P.C. based).

• Keeping a personal set of records including, but not limited to, Advanced Standing Evaluation, General Education Record Sheet, transcripts or grade reports for each semester, results of various all-University examinations (such as JEPET, ELM), copies of any petitions you file, and all other official university documents/correspondence.

• Setting periodic appointments with your advisor, minimum of once each semester, and having all pertinent materials with you at the time of the appointment.

• Knowing and fulfilling course prerequisites before registering for major courses (see Bulletin.)

• Being familiar with and knowing University-wide requirements for graduation, Department requirements, course prerequisites, University Bulletin, and the Schedule of Courses. (You can obtain these information from the University home page: www.sfsu.edu)

• Completing the Junior English Proficiency Examination after you have completed 48 units, and before you have completed 80 units; registering immediately for English 414, should you not pass JEPET.

• If you are a transfer student who has completed the Oral Communication requirement for General Education, it is advised to complete the Library requirement during your first semester at SFSU. (The Faculty in the Kinesiology Department assumes you know how to use the resources of this library.)

• Knowing the University Calendar for each semester (see Schedule of Classes), and abiding by dates for dropping or withdrawing from classes and for completing your graduation petition.

• Courteous treatment of faculty, administrators, and staff.

• All other responsibilities of students at San Francisco State University, as delineated in the University Bulletin.
CHHS Petition Reminders

Regarding: Withdrawal Petitions, Retroactive Withdrawals, Late Add, Audit, Change of Grading Option, Petition for Waiver of College Regulations

1. For students requesting a petition for withdrawal an instructor should comment on the student’s performance (class assignments, attendance, if this is a class the student needs for their major, and qualifications for an INC or grade if the student doesn’t qualify for a “W”). For students that might qualify for an INC please indicate how much of the coursework the student has completed.

Withdrawal petitions must be accompanied by documentation of serious and compelling reasons for the request. [Approved petitions must be on file in the college office in order for a student to receive a “W” grade]. Please give definitive reasons for approving or denying a petition and write in comment section (this should never be blank).

Chair/Director must make note in exception box in web grades detailing support or denial of “W” grade. [i.e., “I approved/denied this petition on (date) for (reason).”]

2. There needs to be a reasonably expeditious amount of time made available for petitions being passed from Instructor to Chair/Director and Chair/Director to Associate Dean to allow for timely processing of petitions, particularly during the last 3 weeks of the semester.

3. Students must be instructed to hand carry petitions to Associate Dean’s office. It is important for students to personally deliver their petition to the Associate Dean’s office so that our office can ensure that the petition has the necessary signatures and documentation attached. It is a student’s responsibility, not the instructor’s or Chairs/Director’s, to ensure that the petition is forwarded to the associate Dean’s office.

4. Each unit should have a contingency plan when Chair/Director is not available to sign petitions.

5. Please make sure that late student add and drop petitions (past the official add/drop deadline) adhere strictly to serious and compelling guidelines and include appropriate documentation. (e.g. administrative error, financial aid delayed; Not acceptable: need 12 units for financial aid – this could have been done within the deadline).

6. Encourage instructors to check their class rosters to make sure that it is accurate (i.e., student who is showing up to class may not be on the roster because he/she forgot to add or a student hasn’t been showing up but is still on the roster).

7. A personal note from the student or family member is not considered documentation. Although this note will provide context for us, additional documentation needs to be included to substantiate that something serious and compelling happened (e.g. doctor’s note, police report, financial statements, legal documents, etc.).
8. Students do not need to make an appointment with the Associate Dean to get a signature. They drop off the petition and it is reviewed by Jessica Kongthong and Jim Murphy. Once a decision is reached and the student would like to meet with someone, they must meet with Jessica Kongthong.

VII. PLANNING AHEAD FOR GRADUATE STUDY

Virtually all professional careers require study beyond the basic requirements for the Bachelor's Degree. Advanced study leads specialized knowledge and to various types of professional credentials or certificates, to Master's Degrees required for many professions, and often to greater career mobility and higher wages.

The Bachelor's Degree programs in the Department of Kinesiology provide excellent basic education for a variety of careers. But they cannot provide all specific courses required for all career directions of all our students! Thus, it is important that you plan carefully to try to integrate the major, your General Education requirements, and any additional courses which you will need for your specific career direction. Your adviser can be of great help in this planning process!

PREPARING FOR PHYSICAL/OCCUPATIONAL THERAPY

The Bachelor of Science Degree in Kinesiology, with a concentration in Exercise and Movement Science, provides an excellent background for students interested in graduate studies in Physical or Occupational Therapy. However, in most cases additional course work is required. This concentration also prepares students for careers in Fitness Training, Movement Analysis, and the Sports Field.

Most professional schools will not accept survey of Chemistry or conceptual Physics. Students are recommended to take general Chemistry and Physics.

No single major in the University contains all courses required for application to physical therapy or occupational therapy graduate programs. We strongly recommend that you consult San Francisco State’s/UCSF Graduate Program in Physical Therapy (see below) and that you write directly to other schools which are of interest to you regarding entrance requirements. This way you can plan effectively to meet your goals.

Students are encouraged to carefully examine the entry requirements for a minimum of three-five graduate programs of their choice. Please be advised that most competitive graduate programs in physical therapy or exercise science are unlikely to accept lower division anatomy or physiology.

Physical and occupational therapy graduate programs vary in their admission requirements. Requirements for the Master of Physical Therapy Program offered jointly by San Francisco State University and the University of California at San Francisco may be found in the SFSU Bulletin (www.sfsu.edu). If you have any questions about Physical Therapy Program, you can visit:

Graduate Program in Physical Therapy
Office: Gym 105
Phone: (415) 338-2001
Fax: (415) 338-0907
E-mail: gppt@sfsu.edu
Website: http://itsa.ucsf.edu/~ptprog/
PREPARING FOR A TEACHING CREDENTIAL

Pre-Entrance Requirements for the SFSU Multiple Subject or Single Subject Credential Program:

All applicants must submit the following items by the application deadline:

- CSU Graduate/Post-Baccalaureate Application (415-338-2233 for Graduate Division Application)
- Credential Program Application
- Evidence of passing the California Basic Educational Skills Test (CBEST)
- Evidence of a minimum of 45 hours of Early Field Experience in a CLAD or BCLAD classroom (specific to the desired program / emphasis area)
- Minimum of two letters of recommendation
- Evidence of meeting CLAD/ BCLAD foreign language requirement
- Two sets of official transcripts from all colleges/universities attended

For further information about the Single or Multiple Subject Program, please contact:

Credential Services, College of Education
Burk Hall 244
San Francisco State University
1600 Holloway Avenue
San Francisco, CA 94132
Phone: (415) 405-3594
Fax: (415) 338-1940
e-mail: credinfo@sfsu.edu
Website: www.sfsu.edu/~credinfo
Office Hours: M-TH 10-12, 1-4:30 and F 1-3

PREPARING FOR GRADUATE STUDY IN KINESIOLOGY AT SFSU

The Graduate Program in Kinesiology at SFSU is designed to advance students’ understanding of the relationships between and among movement, exercise, and skill in the contexts of development, learning, rehabilitation, and training. Within the program, professionals in movement-related fields such as physical and occupational therapist, teaching, coaching, specializing in exercise and fitness, and industries whose primary interests are in human movement - study movement and exercise processes within a framework emphasizing the clinical and practical implications of theory and research.

Requirements for the Graduate Program in Kinesiology offered by SFSU may be found in the SFSU Bulletin. (www.sfsu.edu/~kinweb)
PREPARING FOR GRADUATE STUDY IN OTHER HEALTH PROFESSIONS

Students that are interested in pursuing graduate study in Allopathic (MD), Osteopathic (DO), Naturopathic (ND), Veterinary (DVM), and Podiatric (DPM) Medicine, or in Dentistry (DDS), Optometry (OD) Pharmacy (PharmD), Physicians Assistant (PA), and in Biomedical Research are encouraged to contact the Pre-Health Profession Student Alliance (PHPSA) and enroll in SCI 695 Health Professions Colloquium taught by Dr. Barry Rothman, brothman@SFSU.edu, Biology Department.

Pre-Health Profession Student Alliance (PHPSA). Faculty Advisor: Dr. Barry Rothman
Office: HSS 111
Phone: (415) 338-1782
E-mail: brothman@sfsu.edu
Website: http://userwww.sfsu.edu/~phpsa/

PORTFOLIOS

Students are encouraged to establish and maintain personal electronic portfolios. Portfolios can be used to document skills and abilities to future employees, and for admissions into graduate programs. Student portfolios should include samples of course work and/or class projects documenting skills and competencies. A summative statement should also be included as well as an integrative statement that explains the student’s abilities and future professional direction.

VIII. STUDENT ORGANIZATIONS, ACTIVITIES AND SUPPORT

Kinesiology Student Association (KSA) - invites all kinesiology students, regardless of their major concentration, to join the organization and create a congenial, collegial atmosphere that speaks to their shared interest in the study of human movement. The KSA has three distinct goals: to deliver career and employment information through professional seminars and information sessions; to provide a place where majors with a variety of future interests can share experiences and information; and to sponsor the annual Human Movement Fair, an exposition of student research poster projects that is open to the campus community. For more information contact: KSA President, sfkasa@sfsu.edu, or Faculty Advisor, Dr. Matthew Lee – (415) 338-2182, GYM 131, Dr. David Walsh (415) 338-7856, GYM 141, or drop a note in the KSA mailbox in GYM 101.

Department Graduation Ceremony Brunch/Reception - The Kinesiology Department, along with the KSA host a graduation brunch/reception/ceremony for graduates on the day of commencement typically at 10:30 AM in the Gymnasium Building. The event is to honor the graduates. Families of graduates are invited to attend the reception and to meet the professors and other fellow graduates. Invitations are sent by the KSA to graduating students.

Scholarships - There are several scholarships available for Kinesiology students (Contact the Kinesiology Department for eligibility criteria):
Florence Hale Stephenson Scholarship
Florence Hale Stephenson/Pfeiffer Scholarship
William Harkness Physical Education Major - Athlete Scholarship
Hal and Nonie Harden Scholarship
Undergraduate Kinesiology Scholarship
Graduate Kinesiology Scholarship

**Professional Organizations** – Students have the opportunity, and are encouraged to become involved in professional organizations such as CAHPERD (California, Association of Health, Physical Education, Recreation and Dance), ACSM (American College of Sports Medicine) and AAHPERD (American Alliance of Health, Physical Education, Recreation and Dance).

APTA (American Physical Therapy Association) does not have student memberships for pre-professionals.

**Co-Curricular Activities** - There are many opportunities for students to gain co-curricular experience, such as: field work courses, internships, intramurals & recreation program, student assistant, exercise physiology lab, movement analysis lab, and the College of Health and Human Services computer lab.

**Research Laboratories** - To support inquiry in Exercise and Movement Science, the Department has two research laboratories: the Exercise Physiology Laboratory and the Movement Analysis Laboratory (with its adjuncts: the Behavioral Analysis Laboratory and the Video-viewing Room). These labs are equipped to support student and faculty research and course-related projects in a wide number of areas. In addition, the Department has access to the CHHS Computer Laboratory. The Department is engaged in collaborative efforts with faculty and professionals at other CSU campuses, local schools, clinics and community centers, UC Berkeley, and at Teachers College, Columbia University, where there is a regular exchange of ideas between faculty and students.

**Academic Support/ Tutoring** - Students seeking academic tutoring support, should contact CARP (Campus Academic Resource Program) at HSS 344 - Tutoring Laboratory, 4-8PM M-TH, and F 11-2PM, 415-405-0971 OR HSS 346 (Administrative) 415-405-0316.