Please read over ALL of the information in this advising packet. Ultimately, your academic career is your responsibility, so it is important for you to familiarize yourself with SJSU and RTVF Major requirements. **You should also consult with your advisor to make sure you are taking the correct courses.**

1) **Bookmark** and visit the Film and Theatre website for the latest news and information regarding the program:  
   http://www.sjsu.edu/filmandtheatre

2) Identify your assigned advisor (by the first letter of your last name) and make an appointment or drop by his or her posted office hours.

<table>
<thead>
<tr>
<th>A—F: Kimb Massey</th>
<th>G—M: Harry Mathias</th>
<th>N—Z: Raha Shojaei</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:kimb.massey@sjsu.edu">kimb.massey@sjsu.edu</a></td>
<td><a href="mailto:harry.mathias@sjsu.edu">harry.mathias@sjsu.edu</a></td>
<td><a href="mailto:raha.shojaei@sjsu.edu">raha.shojaei@sjsu.edu</a></td>
</tr>
</tbody>
</table>

3) **BE PREPARED for your advising appointment. THIS IS VERY IMPORTANT.**  
   HAVE THE FOLLOWING WITH YOU AT EVERY ADVISING APPOINTMENT:
   - Complete set of all college transcripts (unofficial copies are acceptable as a printed copies of my.sjsu.edu)
   - If you have taken classes elsewhere and you want to see if they can be substituted into your RTVF program, please bring a description of the class or any other available details (syllabi provide the best information for advisors to make their assessment).

4) See an SJSU and/or GE advisor, also.  
   RTVF Faculty are responsible for assisting you with your major/minor requirements. If you need general SJSU advising (regarding overall requirements or General Education (G.E.) information), please see the H&A Student Success Center in Clark Hall 244 and make an appointment to see your assigned advisor. A list of all SJSU studies (also known as upper-division G.E.) is located at:  
   http://info.sjsu.edu/static/policies/sjstudies.html

   **You must take upper-division G.E. classes (SJSU Studies) in the following areas:**

   **Area R** (Earth and Environment): We do not offer an Area R course in our major program; choose from the list provided by SJSU.
   **Area S** (Society, Self, and Equality in the U.S.): RTVF 110 is a major requirement that also fulfills G.E. Area S
   **Area V** (Culture, Civilization, and Global Understanding): RTVF 111 is a major elective that also fulfills G.E. Area V
   **Area Z** (Written Communication II): We recommend you take TA 100W to fulfill this requirement. Other 100W courses may be substituted for TA 100W if you are a graduating senior and your schedule doesn’t allow you to enroll in TA 100W.

5) **You should never wonder where you stand regarding your academic progress.** RTVF advisors are available to help you. Information is posted everywhere. If you have questions, ask your advisor. Be proactive and get organized. This is your life, your time, and your money. Help us to help you navigate the process toward completing your degree in an effective, efficient and timely manner.

6) Review the **RTVF Program Curriculum** and list of **RTVF Course Descriptions**.

7) **IMPORTANT**: **REGULARLY** review your **MyProgress Report** for accurate degree progress information. Major Forms are no longer used to clear degrees. Your MyProgress Report will tell you **EXACTLY** what course work you need to complete to graduate.