SA&FS Checklist
Goal: to provide students a roadmap with steps to take for the successful completion of the major

Resources

Websites:
Program Website: www.asi.ucdavis.edu/safs
→ all of the resources mentioned can be found on the website under “Academic Planning Resources”

Student Portal, OASIS: www.students.ucdavis.edu
→ use OASIS to track major completion, manage your study plan

Transfer of Courses to UC Davis: www.assist.org

Advising:
Staff Advisor: Galyna Erdman (gerdman@ucdavis.edu)
Advising Office: 1303 Hart Hall
→ Peer Advisors here, too!

Track Advisors:
I: Will Horwath (wrhorwath@ucdavis.edu; 3226 Plant & Environmental Sciences)
II & Master Adviser: Ryan Galt (regalt@ucdavis.edu; 2429 Hart Hall)
III: Tom Tomich (tptomich@ucdavis.edu; 143 Robbins Hall)*
*To make an appointment, contact Dianne Stassi (dstassi@ucdavis.edu)

Peer Advisors:
Name: _____________________________  Email: _____________________________________
Name: _____________________________  Email: _____________________________________

Roadmap

☐ Get to Know Your Advising Staff:
Meet your peer advisers and introduce yourself to your Track Advisor!
→ Your Advising Staff will be your support system throughout your time at UC Davis

☐ Complete Major Courses & Internship Units:
Each track has its own Track Evaluation Form specifying courses needed for major completion

☐ Core Courses: Courses designed for SA&FS students
→ Each course is only offered once a year, so build your study plan with these first
  Fall: CRD 20, ESP 191A
  Winter: ARE 121, PLS 190, ESP 191B (to be taken the quarter after ESP 191A)
  Spring: PLS 15, PLS 150

☐ Applied Production: Hands on, technical learning
→ Every course consists of a lecture and lab period; most are only offered as P/NP

☐ Preparatory Courses: Diversified range of courses to provide you with a broad perspective
→ Looking to take Summer courses? Prep courses are best to take over Summer as they are often available during that time and provide a manageable workload

☐ Depth Subject Matter: Specific topics using the broad perspectives you’ve gathered during your Prep coursework
→ Pay attention to prerequisites; there are some courses available to fulfill a depth requirement that are not required to take by the major

☐ Communication Requirement: CMN 1
→ Completes half of the College of Agriculture & Environmental Sciences English requirement
**Restricted Electives (REs):** 20 units for you to choose which courses you would like to take  
To note: must be 20 units, must be upper division (course numbers greater than 100; i.e. PLS 105)

The Process:
- 1. Download the “Restricted Electives Approval Form” and use it to generate a list of 10 courses of interest
- 2. Make an appointment with your Track Adviser and bring the RE Approval Form list to discuss your interests and how the courses you’re considering work together with your SA&FS curriculum  
  → 1st years: this should happen by the end of your second year in the major  
  → Transfers: this should happen by your second quarter in the major
- 3. Take RE classes! Use your tentative list as a guide, but don't be afraid to stray from this list if your interests or needs (i.e. nothing offered, class conflict, etc.) change
- 4. Finalize the Approval Form based on classes you have completed and bring it to your Track Advisor for their signature
- 5. Drop by the Advising Office to submit your completed RE form

**Internship(s):** 12 units for you to engage in real-world hands on learning  
To note: UC Davis Catalog states that you may complete at most 4 units on campus and at least 8 units off campus

The Requirements: 1 unit = 30 hours & Enrolled in a CRN with SAF 092/192

The Process:  
*Before your internship (to receive the CRN for SAF 092/192):*
- 1. Secure an internship
- 2. Find and ask a UC Davis faculty member to sponsor you whose interests align with those in your internship
- 3. Write an internship proposal based on the description in “Internship Assignments”
- 4. Send your host the “Template for Description” to be completed and returned to you
- 5. Meet with your faculty sponsor to complete the “SAF 092/192 Approval Form” together  
  → Bring your proposal and internship description
- 6. Submit (1) proposal, (2) description, (3) Approval Form to Galyna by the paperwork deadline
- 7. Receive your CRN! Yay!

*During your internship:*
- 8. Attend 1 Internship Meeting with the Peer Internship Coordinator (PIC) throughout the quarter  
  → The dates and times of these will be emailed at the beginning of each quarter from the PIC
- 9. Maintain a time log; template titled “Time Log”  
  → Signatures required by your internship host on a weekly basis

*After your internship:*
- 10. Write a final reflection based on the description in “Final Reflection” and email this to host and sponsor
- 11. Submit (1) faculty sponsor-signed time log and (2) final reflection to Galyna

**Self-Care:**  
Sleep, Eat, Schedule time to do something that makes you relaxed/happy/reenergized