What will I learn from this online PIM?

- School of Law Enforcement and Criminal Justice (SLC) location and contact information
- Criminal justice and law enforcement programs
- Acceptance to the major requirements
- Understanding degree requirements to assist in registration decisions
- SLC Advising Center website
- Next steps
All SLC faculty, academic advisors, and class locations are at LECJEC in Brooklyn Park, MN

SLC Advising Center Staff:

Student Services Specialist
Keri Roeller
SLCAdvising@metrostate.edu
763.657.3749

Academic Advisor, A-H
Nina Exley
Nina.Exley@metrostate.edu
763.657.3753

Academic Advisor, I-O and LEMCP
Mary Schober Martin
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Academic Advisor, P-Z
Cynthia Olson
Cynthia.Olson@metrostate.edu
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School of Law Enforcement and Criminal Justice (SLC)
Law Enforcement and Criminal Justice Education Center (LECJEC)
9110 Brooklyn Boulevard, Brooklyn Park, MN 55445, 763.657.3700
www.metrostate.edu/slc/advising
E-mail

*E-mail is the official means of communication*

- Official University correspondence is sent via e-mail
- Activate your e-mail account immediately
- E-mail faculty & staff *from* University account *only*
- Check your e-mail frequently
- E-mail vs. phone MAY be the best communication mode during advising peak times (begin/end of semester, during priority registration, etc.)
Criminal Justice (CJS) Programs

• Criminal Justice majors earn a Bachelor of Arts (BA)
  ▫ Leads to a variety of careers including:
    ▫ Corrections
    ▫ Court administration/law
    ▫ Probation/Parole
    ▫ Governmental agencies
  ▫ For further exploration and preparation considering taking CJS 110 Careers in Criminal Justice

• Criminal Justice-Master of Science (MS)
  ▫ Appropriate for students with a bachelors degree from a regionally accredited institution, work experience in the criminal justice field and a desire to study criminal justice at the graduate level. (This information is for future reference should you be interested in pursuing a masters degree in criminal justice).
Law Enforcement (LAWE) Programs

- Law Enforcement majors earn a Bachelor of Science (BS)
  - **Track 1**
    - Leads to eligibility for hire as a licensed peace officer in MN
    - MN POST board established minimum selection standards and exam. Explore these standards at: [https://dps.mn.gov/entity/post/Pages/default.aspx](https://dps.mn.gov/entity/post/Pages/default.aspx)
  - **Track 2**
    - Does not lead to licensure in MN
  - **Track 3**
    - For **Current** licensed officers
    - Available in on-campus OR online cohort program (LEMCP) options

- **Law Enforcement Licensing Certificate Program**
  - For students who hold a Bachelors degree from a regionally accredited institution. Leads to eligibility for hire as licensed peace officer in MN. Explore more at [http://www.metrostate.edu/msweb/explore/slc/undergrad/lawe_certificate.html](http://www.metrostate.edu/msweb/explore/slc/undergrad/lawe_certificate.html)
Acceptance to the Major

Four requirements exist to be accepted to the law enforcement and/or criminal justice majors:

- Completion of GELS/MnTC Writing requirements I & II
- Completion of 30 college credits
- 2.25 or higher Metropolitan State GPA
- Attend a PAW* (Pre-major Advising Workshop)

*The PAW is a required comprehensive workshop focused on degree requirements. It is recommended students complete a PAW during their first semester and prior to their third semester. Student must register in advance to attend.

For upcoming PAW dates and signup information please visit: [http://www.metrostate.edu/msweb/explore/slc/advising/paw.html](http://www.metrostate.edu/msweb/explore/slc/advising/paw.html)
Understanding Degree Requirements

There are several different course and credit requirements you must meet to earn your Bachelors degree. These were presented in the “Plan your Program” section of Online NSO. A summary of requirements is listed below. Refer to your DARS report regularly to understand your progress towards meeting graduation requirements.

Course Requirements
- GELS-General Education/Liberal Studies
- Required Major courses
- Electives (varies for every student)

Credit Requirements
- 120 credits to graduate (transfer + Metro State)
- 40 credits upper division (300+ course number)
- 30 credits residency (credits taken at Metro State)
- 24 residency credits within your major (major credits taken at Metro State)
- Major courses must be completed with a C- or better
- 2.0 GPA to graduate

To understand how your transfer work applies towards your major, please schedule an appointment with your academic advisor. Your understanding will be confirmed at the PAW.
Understanding Major Requirements

It is highly recommended that you contact your advisor upon successful completion of online New Student Orientation to schedule an appointment to discuss your transfer work and remaining requirements to complete your degree.

Visit the SLC Advising website to access LAWE and CJS degree worksheets and other useful handouts to assist in course planning.
Recommended Course Sequencing

As you prepare to make registration decisions for your first semester or confirm registration decisions you’ve already made, be sure to review this course sequencing information closely.

1st semester(s)
- Writing/English Comp I
- Writing/English Comp II
- CJS 101 Intro to CJS
- CJS 200 Literature in CJS

- Required for acceptance
- to your major

- Required before taking other major courses

Regardless of acceptance to the major, students meeting pre-requisites can take major courses.

Prior to final semester
- CJS 320 Applied Criminology
- CJS 360 Diversity in CJS
- CJS 375 CJS Ethics
- CJS 483 Research Seminar

- Pre-requisites for CJS 490

Final Semester
- CJS 490 CJ Capstone
- LAWE 290 SKILLS (LE only) – taken final summer
- Apply for graduation
Prerequisite

• A prerequisite is a faculty established requirement that must be completed prior to taking a course.
• Established Prerequisites can be found in both the catalog and class schedule.
• It is students’ responsibility to understand and adhere to all prerequisites and make appropriate registration decisions.
• Students may be restricted or dropped, at anytime, when a course prerequisite is not met
Prerequisites at SLC

- CJS 101 & CJS 200 are prerequisites to all major courses.
- Students are expected to follow SLC prerequisites and make appropriate registration decisions.
- In general, concurrent registration is not allowed.

*If you have concerns with how prerequisites will impact your academic planning work closely with your academic advisor.*
Using the Waitlist for Full LAWE/CJS Courses

SLC courses are in high demand and fill quickly during priority registration each semester. Students trying to register for a full LAWE/CJS course are encouraged to use the waitlist, if available. View our waitlist FAQS for more details.

Notes:

• Waitlist offers are sent to your Metro State e-mail account. Be sure to check this account daily if utilizing the waitlist function.

• Special requests can be made for entry into CJS 101 and CJS 200. Please contact your advisor.

• SLC reserves the right to manage course enrollment, which may impact the waitlist.

• Other university departments may use the waitlist function or have their own process for admission into full courses.

• After the tuition payment deadline course availability may change. Continue to monitor eServices for open seats until term begins. The waitlist typically shuts-off the Wednesday before classes begin.
**Common Registration Issues**

**Registration Holds**
Often students have holds that restrict registration. Common reasons for registration holds include: required assessment test(s), unpaid balance at a MnSCU institution, financial aid issues, and immunizations.

You can find any holds on your record through Student eServices: If you have one of the above mentioned holds, be sure to contact the appropriate office for next steps.

**Course Restrictions**
Many times students will try to register for a course and receive an error message restricting registration. Be sure to always read the notes section of a course description BEFORE registering for a course.

Some common restrictions include: upper division course and student has less than 30 completed credits, course is restricted to only students accepted to the major, course section is noted as restricted for “cohort” students (Admission to cohort required), or course requires special permission by instructor.
Tuition Payment

Payment Deadline

- Published in Academic/Events Calendar at www.MetroState.edu
- Typically a month before semester begins

Consequences of Non-Payment by Deadline

- Students are dropped from courses
- You will likely not get back into all your classes

Registration after the Payment Deadline

Students who register after the tuition payment deadline must have financial aid, a payment plan in place, or pay their tuition in full at the time of registration.

Contact Gateway Services for assistance with tuition payment questions at 651-793-1300.
The SLC Advising website
www.metrostate.edu/slc/advising

The SLC Advising Center understands that students are transferring in with a diverse spectrum of educational experience. This SLC Advising website is designed with the expectation that you return regularly for important updates.

What you can expect to find on the SLC Advising website:

- Important pathway steps for new students and current SLC students
- SLC Advising Center contact information and upcoming PAW dates
- Frequently asked questions (FAQs)
- A extensive list of Forms & Handouts including: Degree worksheets for all undergraduate LAWE/CJS programs, course sequencing documents, links to commonly accessed univeristy forms, and more.

STOP!
If you have not yet done so, visit the SLC Advising website and explore more about your major and how you can be successful!
www.metrostate.edu/slc/advising
Next Steps

- Return and complete Online NSO and quiz
- Contact your academic advisor to schedule an appointment.
- Register for courses
- Finalize financial aid and tuition payment
- Obtain Student ID card
- Obtain books
- Check your class locations
- View the Academic Calendar regularly
- Take assessment tests (if required & incomplete)
- Request records update for outstanding credits

- **Sign-up for a PAW**

*Welcome to SLC and we look forward to working with you!*