

**Student Handbook**  
**Special Education Minor**



Department of Special Education  
San Francisco State University  
1600 Holloway Ave.  
San Francisco, CA 94132

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**Overview**

The purpose of the Special Education Minor is to provide undergraduate students with an overview of the field of special education. This interdisciplinary program is composed of courses that consider issues related to diversity, inclusion, and social justice when ensuring that ALL individuals can access, participate, and learn within our society. As part of their elective courses, students have opportunities to pick from courses based on their interests and expertise including early intervention, sensory-related disabilities, and learning and developmental disabilities.

Competencies attained by students completing this minor are both theoretical and practical and stimulate student interest in occupations supporting and partnering with individuals at-risk of and/or diagnosed with disabilities. Direct contact with individuals with exceptionalities and those who support them provide opportunities to learn from first-hand experiences.

Students from a wide range of undergraduate programs choose to declare special education as their minor. Many use it as an opportunity to explore the option of working within this field, perhaps as an educator, early interventionist, physical therapist, speech-language pathologist, nurse, and more. Other students choose to take the opportunity to engage in these classes as a means to explore a new topic.

**Declaring the Special Education Minor**

Students can officially minor in special education by completing the “Declaration of Minor Form”. This form can also be found at <http://www.sfsu.edu/~admisrec/forms/regforms/cmfmMinor.pdf>

The form and your unofficial transcripts can be dropped off at the Department of Special Education and Communicative Disorders office located in Burk Hall 156. They will be processed and sent to the Registrar’s Office on your behalf.

**Course Requirements for the Special Education Minor\***

The Special Education Minor requires 15 units of coursework. Within this, students must complete 9 units of required coursework and 6 units of elective coursework. With approval from one of the special education minor advisors, up to 9 units can be transferred into the minor if taken from an accredited post-secondary institution. Some courses are approved for General Education (GE) and SF State Studies Requirements (formally known as overlays). The Special Education minor courses are listed on the following page.

**\* Please note:** The Special Education Minor requirements changed as of Fall 2017. Students who declared this minor prior to this semester may choose to follow the past requirements or switch to the new requirements.

**Special Education Minor Requirements (Effective Fall 2017)****REQUIRED COURSES (9 units)**

- SPED 330 Introduction to Disabilities (UD-D, SJ)
- SPED 675 Partnering with Families of Children with Disabilities (UD-D, SJ)
- SPED 630 Inclusive Education: Empowerment and Equity in Diverse Schools

**ELECTIVE COURSES (CHOOSE TWO - 6 units)**

- SPED 310 Exploring Visual Impairments (UD-D, GP, SJ)
- SPED 370 Young Children Disabled or At-Risk, and Their Families (UD-D, SJ)
- SPED 620 The Science of Early Intervention (UD-B, ES, SJ)
- SPED 655 Basic Orientation and Mobility for Learners with Visual Impairments (SJ)
- SPED 662 Education of Deaf/Hard of Hearing Children (GP, SJ)
- SPED 671 Positive Behavior Supports (SJ)
- SPED 672 Inclusive Learning Environments for Young Children (UD-D, SJ)
- SPED 688 American Sign Language I (UD-D)
- SPED 689 American Sign Language II (UD-D)
- SPED 691 Autism in the Contemporary World (UD-C)
- HIST 484 Disability and Culture in the US (UD-C, SJ)

UD-B = Physical Life Science; UD-D = Social Science; Environmental Sustainability = ES; Global Perspectives = GP; Social Justice = SJ

**Completing the Special Education Minor Within your Undergraduate Degree**

While some courses in the Special Education Minor are offered each semester, others are offered more periodically based on enrollment and budget. It is essential that students plan how they will complete the 15 units throughout the program in advance. It

is recommended that students plan out their program with their major advisor to ensure that all course requirements for their degree are met. Further advisement for undergraduates can also be found at the SFSU Undergraduate Advising Center (<http://www.sfsu.edu/~advising/>)

To aid students in planning out their Special Education Minor, students can consult the following course mapping for courses. **Note that this is subject to change.**

### **Offered Every Semester**

SPED 330	Introduction to Disabilities
SPED 675	Partnering with Families of Children with Disabilities
SPED 630	Inclusive Education: Empowerment and Equity in Diverse Schools
SPED 688	American Sign Language I
SPED 620	The Science of Early Intervention

### **Offered Fall Semester Only**

SPED 370	Young Children Disabled or At-Risk, and Their Families
SPED 310	Exploring Visual Impairments
SPED 655	Basic Orientation and Mobility for Learners with Visual Impairments
SPED 671	Positive Behavior Supports
SPED 691	Autism in the Contemporary World
HIST 484	Disability and Culture in the US

### **Offered Spring Semester Only**

SPED 672	Inclusive Learning Environments for Young Children
SPED 662	Education of Deaf/Hard of Hearing Children
or	
SPED 689	American Sign Language II

### **Collaborations Between Departments with the Special Education Minor**

#### **Students Within the Child and Adolescent Development (CAD) PATH Program**

Many students within the CAD PATH program enroll in the Special Education Minor. Students will see some minor courses are offered exclusively for these students to ensure they can complete all needed coursework.

### **Academic Standing within Special Education Minor Program**

To remain in good standing a student in the Special Education minor working towards a baccalaureate degree must maintain a SF STATE CUM GPA and COMBINED CUM GPA of 2.0 (C) or better.

Probation/Subject to Disqualification

Undergraduate students will be placed on probation/subject to disqualification status when the SF STATE CUM GPA or COMBINED CUM GPA is below a 2.0 (C) after the first semester on academic probation. The Registrar's Office will notify students by email if Mandatory Advising is required.

Subject to Disqualification

Undergraduate students will be placed on continued probation/subject to disqualification after the second semester on academic probation when the SF STATE CUM GPA or COMBINED CUM GPA fall within the chart below. Students will have a third semester to bring up both SF STATE CUM GPA and COMBINED CUM GPAs to a 2.0 (C) when on subject to disqualification status. The Registrar's Office will notify students by email if Mandatory Advising is required.

Junior	60 - 89 units completed	GPA 1.85 - 1.99
Senior	90 or more units completed	GPA 1.95 - 1.99

## NOTE:

Undergraduate students on subject to disqualification status will be disqualified from the University after the third semester if the SF STATE CUM GPA or COMBINED CUM GPA is below a 2.0.

Disqualification

Undergraduate students on probation/subject to disqualification will be disqualified from the University after the second semester if the SF STATE CUM GPA or COMBINED CUM GPA falls within the chart below.

Junior	60 - 89 units completed	GPA 1.84 or below
Senior	90 or more units completed	GPA 1.94 or below

More information about Academic Probation and forms can be found in the SFSU Bulletin: <http://www.sfsu.edu/~admisrec/reg/probation.html>

**Academic Integrity within the Special Education Minor program**

The Department of Special Education & Communicative Disorders expects that all students maintain the highest level of academic integrity in every course, clinic, field experience, internship, culminating experience, and other professional settings. Academic integrity is based on the guiding values and principles that students will pursue scholarly and creative activities in an honest and responsible manner consistent with the SFSU Standards for Student Conduct.

Students who engage in academic dishonesty (e.g., cheating on exams or assignments,

plagiarism, unauthorized collaboration) will receive an immediate penalty according to the instructor's grading policy. These incidents will then be reported to the Department Chairperson, Associate Dean of the Graduate College of Education, and ultimately referred to the Office of Student Conduct for further review to determine any additional sanctions.

For student obligations related to Academic dishonesty:  
<http://conduct.sfsu.edu/academic-dishonesty>

For definition and examples of plagiarism: <http://conduct.sfsu.edu/plagiarism>

### **Graduating with the Special Education Minor**

When applying for your Baccalaureate Degree, you will be asked to complete a comprehensive application that includes information about your minor. This application package can be found here - <https://www.sfsu.edu/~admisrec/forms/regforms/gai.pdf>

To complete the necessary information for the minor, students must list all courses that were taken to fulfill the minor program, including courses that are in progress and courses taken at other institutions. If you have received permission from an advisor to substitute a course, you must list that course, clearly indicating which minor course this is fulfilling.

This graduation form must be signed by one of the Special Education Minor advisors and the Chair of the Department of Special Education & Communicative Disorders. Students are asked to drop this form off at the Department office (Burk Hall 156) along with a copy of their unofficial transcripts that clearly show proof of the successful completion of all minor course requirements. Upon being signed, students are asked to pick up their form from the office and submit it themselves once all other sections of the application are completed.

### **Advisement for the Special Education Minor**

General questions pertaining to the Special Education Minor can be made to the support staff in the Department of Special Education main office located in Burk Hall 156.

Department Office Hours: Monday – Friday, 9:00-12:00 & 1:00-4:45pm  
TEL: 415-338-1161  
FAX: 415-338-0566  
Email: [sped@sfsu.edu](mailto:sped@sfsu.edu)

For individual circumstances, please contact the Special Education Minor Advisor, Dr. Maryssa K. Mitsch at [mmitsch@sfsu.edu](mailto:mmitsch@sfsu.edu).

