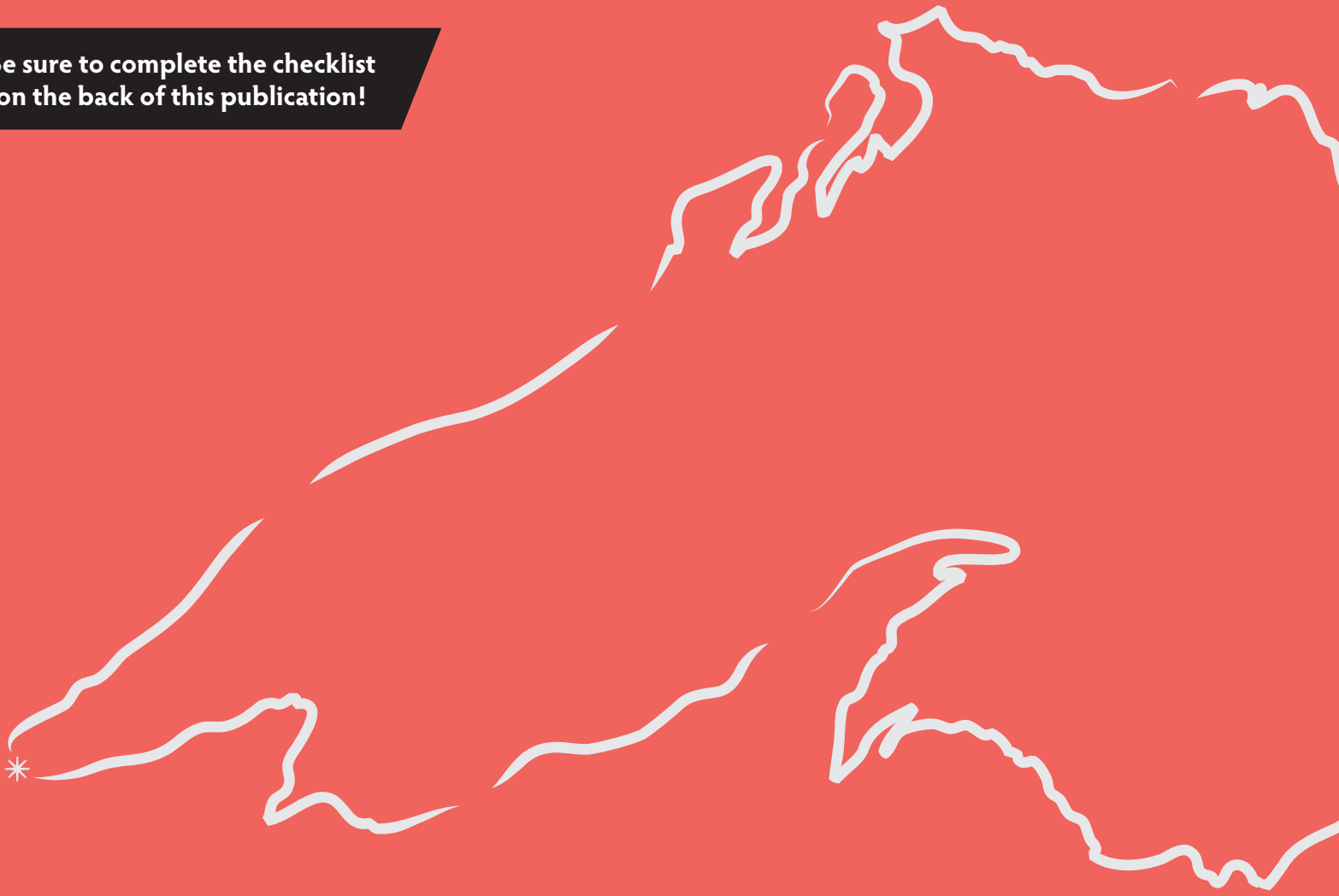


2011

Be sure to complete the checklist
on the back of this publication!



University of Minnesota Duluth

Preparing for Advisement & Registration

What will happen at the Advisement & Registration Program?

As the title indicates, Advisement & Registration will introduce you to academic life at UMD. Although advisement and registration are the focus of this program, we also recognize the importance of other dimensions of college life. Throughout your Advisement & Registration day, you will be meeting new people and making new connections on campus. Time will be spent discussing your transition to the academic and community life of UMD. Current UMD students will be available to answer questions about academic expectations, community and social engagement, and campus employment. (We encourage you to ask many questions about how things work at UMD, as we have found that sometimes transfer students get thrown off by assumptions about how things are similar or different at UMD from previous institutions!)

During Advisement & Registration you will work with faculty and student advisors to select appropriate courses pertaining to your interests. There are many courses to explore, some of which may be in areas you have had limited exposure to in the past. Your particular major or field of study will have specific course requirements that you will need to complete in order to receive a degree from UMD. There is often a wide selection within these requirements. For example, to fulfill one requirement, you may be able to choose from a list of twenty or more courses. This large selection can seem overwhelming at first; however, faculty and student advisors will be available to help you make decisions about courses that are right for you.

Advisement & Registration is the first of two orientation programs at UMD. You also have the option to participate in the Transfer Student Welcome Program on Monday, September 5th, the day before fall-semester classes begin. You will receive information via your UMD email account this summer about optional orientation and welcome programs for transfer students during the early part of the fall semester.

Role of the Advisor

A faculty advisor will work with you individually or in a small-group setting. The advisor will offer suggestions and respond to your questions. In most cases, however, she or he will not specifically tell you which classes you should take. She or he will indicate typical courses for your major and help explain the content and format of courses. Your advisor will also encourage you to think about your interests and skills so you can explore courses that fit academic major or academic minor requirements but are also challenging and interesting to you personally. In general, advisors will encourage you to make your own course decisions based on your particular interests, strengths, and needs.

You will also work with a student advisor who will assist a small group of students through the advisement and registration process. The student advisor will also provide a peer student perspective on courses and answer questions or address concerns you may have about becoming a UMD student.

Getting a Liberal Education

UMD is committed to engaging students in a broad education by providing exposure to a variety of fundamental areas of knowledge and by challenging students to explore beyond their specific area of academic specialization. Selected courses are designed to develop critical thinking, examine basic values, encourage an expansion of interests and awareness, and prepare you for a dynamic workforce.

We encourage you to review the enclosed flyer outlining UMD's Liberal Education Program requirements. You can also find out more about liberal education courses by reviewing the course descriptions available online at <http://onestop2.umn.edu/courses/dl/designators.jsp>

It is important to note that not every liberal education course is offered every semester.

Registration

You will register for classes using our online registration system. The registration process will be explained and your student advisor will assist you in using the system. Your schedule will be available to you at <http://www.d.umn.edu/Register/>. You may also receive a printed copy of your fall course schedule at the end of your Advisement & Registration day. The schedule lists the dates, times, number of credits, and room locations of the courses you select. You can use this information to help you locate your classrooms and purchase your textbooks for the fall semester.

Tools for Course Registration

In addition to the liberal education sheet and major requirement information, you will use several other resources to select courses at Advisement & Registration. These include:

Class schedule - The fall semester course schedule is available online at <http://www.d.umn.edu/courseinfo/> by clicking on "Online Version" under the Class Schedule heading. The course schedule provides information on courses being offered each semester, including real-time data on the number of seats open in each class section.

Guide for New UMD Students - The Guide for New UMD Students, which you will pick up at Advisement & Registration, is designed to help you through your transition to UMD. The guide includes an academic-year calendar and a list of campus resources. Please read this and other publications carefully to learn about how things work at UMD!

UMD Catalog - The UMD Catalog is a useful campus resource that includes campus academic policies, major requirements and course descriptions. The catalog is available online at: <http://www.d.umn.edu/catalogs/current/>

How many classes will I take each semester?

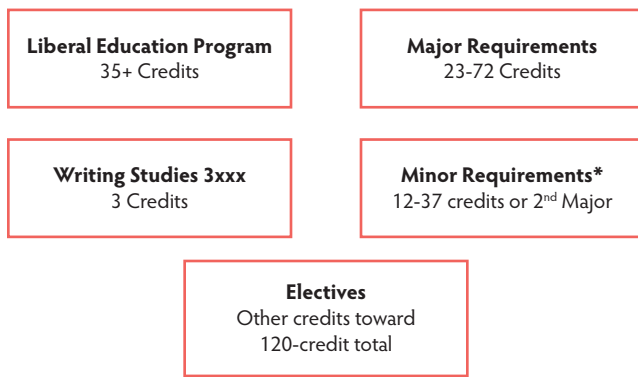
We recommend that students new to UMD start with 12-16 credits per semester. One credit is equal to one hour per week in the classroom, and serves as an indication of the amount of work that the course requires. Most courses are 3 to 5 credits; students therefore take 4 to 5 courses each semester. Please note the expectation is that you will spend 2-3 hours of time studying outside of class for each hour that you are in the classroom.

What information will be shared at Advisement & Registration?

As part of Advisement & Registration, students will be grouped by their collegiate units and provided with information specific to their chosen field. The five collegiate units are: College of Liberal Arts (CLA), College of Education and Human Service Professions (CEHSP), Swenson College of Science and Engineering (SCSE), Labovitz School of Business and Economics (LSBE), and the School of Fine Arts (SFA). Each collegiate unit will provide college-specific information to its students on degree and major requirements, registration procedures and collegiate policies, and procedures. Although differences exist among colleges, general degree requirements fall into five categories: Major, Minor (optional for some majors), Liberal Education, Writing Studies, and Electives (see illustration).

Bachelor's Degree Requirements

(Completion of at least 120 credits)



*Not all majors require a minor.

Mathematics at UMD

If a student successfully transfers college credit to UMD for a college level math course, that course may be used to determine math placement. See below for information on transferring credits. If you have not taken a college math course for credit, you will talk about math placement with your advisor. Please review the guidelines below for more information.

Many students at UMD are required to take courses in mathematics or statistics as part of their majors or degree programs. The required math or statistics courses for each major are listed in the UMD catalog.

It is important that students begin their study of mathematics at a level for which they are prepared. Sometimes this means first taking lower level courses to prepare for a higher level, required math course. The UMD Department of Mathematics and Statistics determines each student's first math course by their performance on the math section of the ACT (American College Testing) exam. If a student successfully transfers college credit to UMD for a col-

lege level math course, that course may be used to determine math placement. For students who have only taken the SAT exam (and not the ACT), please contact the Swenson College of Science and Engineering Student Affairs Office by email at csesa@d.umn.edu or by telephone 218-726-7806 for math placement information.

The ACT Math score that a student needs for her/his first math course at UMD is listed below:

Math 1296 Calculus I	25 or higher
Math 1290 Calculus for the Natural Sciences	
Math 1160 Finite Math and Introduction to Calculus	23 or higher
Stat 2411 Statistical Methods	
Math 1250 Precalculus Analysis	22 or higher
Math 1141 Mathematics for Elementary Education	
Math 1024 Introduction to Contemporary Mathematics	
Stat 1411 Introduction to Statistics	
Math 1005 College Algebra	18 or higher
SSP 0103 Basic Math and Introduction to Algebra	less than 18
(Note: This course does not count toward the 120 credits needed for graduation.)	

Students who have not taken the SAT or ACT will be placed in mathematics courses on a case-by-case basis. If you have questions about proper mathematics placement, please speak with your advisor at your Advisement & Registration session.

Transfer Credits

If you have completed, or are in the process of completing, any college-level coursework (including College in the Schools, PSEO, etc.) you will need to submit an *official college transcript* to UMD's Office of Admissions at least three weeks before your Advisement & Registration date if possible. **Send college transcripts to: UMD Admissions Office, Attn: Carly Moritz, 25 Solon Campus, 1117 University Drive, Center, Duluth, MN 55812-3000.** You should also bring an unofficial copy of your college transcript and college-level coursework in progress with you to Advisement & Registration. Be prepared to discuss these credits with your advisor in order to avoid duplication of courses and to ensure that you select appropriate courses for the fall semester.

Advanced Placement

Satisfactory examination scores on Advanced Placement tests may earn UMD course credits. Your faculty advisor will have information on how AP credits are applied to UMD coursework. Please reference the following web address for further details on satisfactory scores: <http://www.d.umn.edu/admissions/apchart.html>

Admission Deficiencies

Students who have not successfully completed UMD's high school preparation requirements are notified of their deficiencies upon admission to UMD. Discuss these deficiencies with your advisor and work to fulfill these requirements within the timetable set during your admission to UMD.

The courses that fulfill high school deficiencies can be found online at: <http://www.d.umn.edu/registrar/prepcourses.htm>

What if I don't know my major, or want to change it?

Several sources suggest that not declaring a major very early in your college career is an optimal way of approaching your studies. Each year, some new transfer students choose not to identify a specific major of study. Keeping an open mind to potential areas of interest while actively exploring possible majors can be very beneficial for many students. Students entering with an undeclared major are encouraged to use the Liberal Education program to explore areas of interest. Several resources exist to assist students in choosing a major. The student affairs staff in your college and participation in career exploration workshops and personal interest/skills inventory tests can help. If you have identified a major but wish to explore other areas of interest, take a variety of courses from the Liberal Education Program. Students are expected to declare a major prior to earning 60 credits.

If you have questions about having an undeclared major, please contact Michele Hatcher, the Advising Services Coordinator for Undeclared Students.

Michele can be reached by email at mhatcher@d.umn.edu or by telephone a 218/726-7583.

While a major or collegiate unit can be changed during your time at UMD, frequent changes can delay your graduation. Some majors have very structured programs that require an early decision in order to complete degree requirements within four years. We strongly encourage you to openly discuss your interests and concerns with your advisor at Advisement & Registration and throughout your college career.

What can I expect from my courses?

Some transfer students are surprised by the amount of time and work required for UMD courses. Most faculty members expect 2-3 hours of studying for every hour spent in class. Thus, if you take 15 credits per semester, you would spend 15 hours in class each week plus an average of 30-45 hours studying each week. This adds up to a 45-60 hour academic work week. Students therefore need to develop time-management skills early in their UMD career. We encourage students to actively strive to find a balance between academic and social life and to limit their employment to no more than 12 hours per week during their first year at UMD.

Eighty percent of UMD classes enroll 30 students or fewer. Class sizes vary, however, from 10 to 300 students. Many of the Liberal Education courses typically taken by many new students are large, lecture-format courses, although seminar-style courses feature a small class size (typically 20 students). Ask your advisor at Advisement & Registration about finding a variety of courses, with varying sizes and formats, in order to discover the classroom environment that works best for you.

Creating a Balanced Schedule

The sample schedule (opposite) demonstrates the variety of courses that a student may choose to enroll in during any semester. In this case, the student selected a variety of courses across disciplines that directly relate to his/her major and potential minor, as well as courses that meet Liberal Education requirements. The student will need to schedule 25 to 35 hours of study time each week, as well as find time for other interests such as physical activities, socializing and employment. Students quickly discover that time management is one of the keys to success as a college student.

Lecture Classes

Many classes are given in lecture format, meaning that the faculty instructor will cover topics outlined in the course syllabus provided on the first day of class. The instructor will expect students to take notes on the material covered in lecture and in the assigned readings. It often takes time and practice to develop effective note-taking skills. If you need to review or improve your study skills, we recommend enrolling in SSP 1054: College Study Strategies, a 1-credit course.

Course Grading

Grading is another common issue for students making the transition to UMD. UMD instructors vary in their grading methods and styles. Many courses at UMD base the course grade on two or three exams or papers. Many instructors will have daily readings or assignments; most, however, do not grade based on these daily assignments. The student is responsible for learning and comprehending the course material. Faculty members are generally willing to help, but the student must initiate the contact. We encourage students to engage with professors and TAs early in their classes and use scheduled office hours to ask questions or get extra help.



Sample Schedule

Major: Communication

Would also like to explore the possibility of a double major or a minor in Psychology.

	Monday	Tuesday	Wednesday	Thursday	Friday
8 a.m.	PSY 8-8:50	PSY 8-8:50	PSY 8-8:50	PSY 8-8:50	
9 a.m.					
10 a.m.	Writ Lec 10-10:50	Comm 10-10:50	Writ Lab 10-10:50	Comm 10-10:50	Writ Lec 10-10:50
11 a.m.					
12 p.m.					
1 p.m.					
2 p.m.	Bio Lec 2-2:50		Bio Lec 2-2:50		Bio Lec 2-2:50
3 p.m.				Bio Lab 3-4:50	

What Happens Next?

UMD email

You will begin receiving email at your UMD email account once you initiate your UMD internet account. These emails may be from your college, the financial aid office, First Year Experience & Students in Transition, or others. To initiate your email account, follow the directions under "Account Initiation Information and Instructions" in this publication carefully.

Check your email regularly to make sure that you are not missing any important messages from UMD.

<http://www.d.umn.edu/email>

First Year Experience & Students in Transition website

You are encouraged to explore the First Year Experience & Students in Transition website at <http://www.d.umn.edu/fye>. The website has information on common transition issues faced by new students and resources for students to get involved in campus life.

UMD website

Discover more about UMD policies and procedures, courses, degree programs, campus resources and campus life on the UMD website:

<http://www.d.umn.edu>
UMD Toll Free: 1-800-232-1339



Account Initiation Information and Instructions

Follow the directions below **before** Advisement & Registration

When you initiate your account, you will:

- Find out your internet ID
(also referred to as your username or x.500)
- Set your password
- Learn your email address

What are your Internet ID and password used for?

- Accessing your university email account
- Viewing and accepting your financial aid award(s)
- Registering for classes
- Updating your address and contact information
- Viewing your grades
- Viewing your online billing statement(s)
- Using your E-portfolio and Graduation Planner

**Please initiate your student account
and check your UMD email account!**

**Write down your username
and remember your password!**

Instructions for Account Initiation

Step One: Go to the UMD homepage at <http://www.d.umn.edu> Under "Quick Links," click on "Register for Classes."

Step Two: Under "Services You May Need," click on "Account Initiation." Enter your social security number, your student ID number (listed on your confirmation letter), and your birth date. Next, read the password requirements carefully and choose an appropriate password. After all information is entered, click on "Submit Form." (Tip: If it does not work when you enter your social security number, try again leaving the social security blank. Your social security number may not be on record.)

Step Three: If all of the information is entered correctly, you will see the "Internet Login Successful" screen. Behind this screen, you will find your internet ID (a.k.a. username) and email address.

**Write down your internet ID and remember your password.
Bring them both to Advisement & Registration.**

You will use your internet ID and password to register for courses.

Email Use at UMD and Set-Up Information

It is important that you check your UMD email account on a regular basis, even prior to attending Advisement & Registration. Why? University-assigned student email accounts are the University's official means of communication. You are therefore responsible for all information sent to your UMD email account.

The Office of Financial Aid will soon begin sending emails to students regarding additional information or documentation needed to award financial aid.

Check your UMD email account!

48 hours after you initiate your internet account, you can begin checking your email. Go to the UMD homepage at <http://www.d.umn.edu> and click on "Email." Log in using your internet ID and password. Some incoming UMD students will find that their UMD email is being directed to a different campus of the University of Minnesota. This is usually the result of applications for admission being made to multiple campuses or because College in the Schools classes have been taken through another campus. All University email is directed to the first account that was opened within the University of Minnesota system.

Please confirm where your e-mail is being directed or make changes by visiting: <http://www.umn.edu/myaccount> Click 'Set E-mail Forwarding and Autoreply' (under the 'Manage Your E-mail' header). If you change your email forwarding, there may be a delay of up to an hour before it takes effect.

Email which has accumulated on another campus of the University of Minnesota can be transferred to your UMD inbox. Please call the UMD helpdesk (218) 726-8847, or email helpdesk@d.umn.edu for assistance. If you have decided not to direct your email to UMD you can access it by going to: <http://www.mail.umn.edu>

Questions or concerns?

Call the ITSS HelpDesk (Information Technology Systems and Services) at 218-726-8847
or email them at helpdesk@d.umn.edu

The HelpDesk has some weekend and evening hours during the academic year.

Key Points on Financial Aid

for Students Beginning at UMD
in the Fall 2011 Semester
<http://www.d.umn.edu/fareg>

Step One: File the FAFSA

(Free Application for Federal Student Aid)

If you have not already filed the FAFSA for the 2011-2012 academic year, you must do so before you will be awarded any federal or state grants, work-study, or loans from UMD. Paper forms are available, but we encourage you to file the FAFSA electronically. The FAFSA is processed by the federal government. The FAFSA determines the "Expected Family Contribution" (EFC) toward the cost of attendance. Processing time for the paper form is 4-6 weeks, but the electronic form is processed in 72 hours. Go to www.fafsa.ed.gov to file the FAFSA form online.

If you already have a FAFSA on file for this year, make sure that you have notified FAFSA to send your data to UMD. **Make sure that you give FAFSA the UMD federal school code, 002388.**

Step Two: Respond to your online aid award notice.

You will receive an award notification from the UMD Office of Financial Aid & Registrar. This award notification will be in the form of an email to your UMD-assigned email account. Your initial (estimated) award may be a paper letter, but your actual award will arrive by email (likely in July). Be sure to check your email regularly. Follow the directions in the email to view and respond to your award. Your award notice will show you the aid you have been offered; you will need to indicate whether you want to accept, reduce, or decline each item.

Step Three: Complete the Entrance Counseling process.

If this is the first time you've taken a loan as a UMD student, you are required to complete entrance loan counseling online. You will receive an email in August (or multiple emails if you have multiple loans) directing you when and how to complete Entrance Counseling.

Step Four: Complete and sign your Promissory Notes.

If you are required to complete promissory notes for the loans you have accepted, you will be directed by email (in August) on how and when the notes should be completed. If you are directed to complete a Master Promissory Note for federal Direct Loans, you will need your PIN number (obtained when you filed the FAFSA online) to complete the promissory note. If you did not receive a PIN or have misplaced it, you can get one via email. Go to www.pin.ed.gov for information on how to get a duplicate copy of your PIN (if you lost yours) or how to get a new PIN (if you never had one).

Technology and Computer Requirements for your College 2011-2012

Each college has different requirements for technology and computers. Many of the colleges require a laptop computer, for example. Please see the following website for your college's particular requirements.

<http://www.d.umn.edu/unirel/homepage/technology.html>

Click on your college. (If you do not know in which college you are enrolled, refer to the confirmation letter which accompanies this publication.)

LSBE: Labovitz School of Business and Economics
CEHSP: College of Education and Human Services Professions
SCSE: Swenson College of Science and Engineering
CLA: College of Liberal Arts
SFA: School of Fine Arts

DIRECTIONS to UMD and Parking Lot A

From I-35:

Follow I-35 North to the 21st Avenue East exit (#258). Follow 21st Avenue East to Woodland Avenue (top of the hill). Turn right onto Woodland Ave. Continue on Woodland Ave. to W. College Street. Turn left on College Street. UMD will be on your right. Turn right onto University Ave. Park in Lot A, which will be on your left. **Please display the enclosed parking pass on your dashboard. Do not park in a metered spot.** Follow the outdoor and indoor Advisement & Registration directional signs to the Kirby Ballroom.

From Central Minnesota (Range Cities):

Follow Highway 53 (Miller Trunk Highway) to Arrowhead Road (stop lights just past Menards). Turn left onto Arrowhead Road. Continue on Arrowhead Road to Kenwood Avenue (approximately 4 miles). Turn right on Kenwood Ave. Travel on Kenwood and turn left on W. College St. UMD will be on your left shortly after the first stoplight. Turn left onto University Ave. and park in Lot A, which will be on your left. **Please display the enclosed parking pass on your dashboard. Do not park in a metered spot.** Follow the outdoor and indoor Advisement & Registration directional signs to the Kirby Ballroom.

From Wisconsin via Superior:

Take Highway 53 to Duluth. Take the I-35 North exit and follow the "From I-35" directions above.

From Northern MN via Two Harbors:

Take Highway 61 to Duluth and turn right onto 21st Avenue East. Follow 21st Avenue East to Woodland Avenue (top of the hill). Turn right onto Woodland Ave. Continue on Woodland Ave. to W. College Street. Turn left on College Street. UMD will be on your right. Turn right onto University Ave. Park in Lot A, which will be on your left. **Please display the enclosed parking pass on your dashboard. Do not park in a metered spot.** Follow the outdoor and indoor Advisement & Registration directional signs to the Kirby Ballroom.

There is no overnight parking except at metered spaces.

Motels and Hotels in Duluth

Duluth is a popular tourist destination, especially during the summer and fall months. When you are planning a trip to Duluth to help your son or daughter move into the residence halls or to attend Parents' and Family Weekend, be sure to make your reservations early.

For a complete list of motels/hotels in the Duluth and surrounding areas, contact the Duluth Convention and Visitor's Bureau (1-800-4-Duluth) or check on-line at <http://www.visitduluth.com/>.

Best Western Edgewater – 2400 London Road	800-777-7925
Comfort Suites Canal Park – 408 Canal Park Dr.	800-517-4000
Comfort Inn West – 3900 W. Superior St.	800-228-5150
Country Inn & Suites – 4257 Haines Rd.	218-740-4500 or 800-456-4000
Days Inn – 909 Cottonwood Ave.	218-727-3110 or 800-DAYSINN
Fairfield Inn – 901 Joshua Ave.	800-228-2800
Fitger's Inn – 600 East Superior St.	800-726-2982
Hampton Inn – 310 Canal Park Dr.	800-426-7866
* The Suites at Waterfront Plaza – 325 Lake Ave. S.	800-527-1133
* Holiday Inn Duluth – 200 W. 1st St.	218-722-1202 or 800-477-7089
Inn on Lake Superior – 350 Canal Park Dr.	888-668-4352
Motel 6 – I-35 & 27th Ave. W.	218-723-1123
* Radisson Hotel Duluth – 5th Ave. W. & Superior	218-727-8981
Super 8 – 4100 W. Superior St.	800-800-800
Sheraton Duluth Hotel - 301 E. Superior St.	800-235-3535

* These hotels may offer special rates to parents and families of UMD students. Please contact them for details.

Complete the Checklist on the back page!!

Advisement & Registration Checklist

- ___ Read your confirmation letter to find your assigned Advisement & Registration date. The Advisement & Registration schedule is listed below. Please note that students must plan on attending through the afternoon. If you anticipate conflicts with your date, please contact Rose Hallgren at 800-232-1339 (ask for ext. 8755) or 218-726-8755 to reschedule your Advisement & Registration session.
- ___ Please bring an unofficial copy of your college transcript and/or documentation of *any coursework in progress* with you to Advisement & Registration. Please also review your Transfer Credit Evaluation when it arrives in the mail.
- ___ If you are interested in living on campus, please go to <http://www.d.umn.edu/housing/> Click on "Application Process". Print out and send your housing application/contract and deposit according to the directions.
- ___ Complete the process outlined in the Account Initiation Information and Instructions in this packet so that you can access your UMD email account and other online resources. Remember your internet ID and password and bring them with you to Advisement & Registration. *You need to do this process in order to register for classes!*
- ___ Check your UMD email regularly for official communication from UMD, including all financial aid and billing information.
- ___ Know whether you will be covered by a health insurance policy or need to purchase the University sponsored insurance. If you already have health insurance coverage, bring the company name, company telephone number, and policy number with you to Advisement & Registration. You need to enter this information to register for classes. All of this information can be found on your health insurance card.
- ___ Review the enclosed UCard information. To avoid having to wait in line for your UCard, you may complete the "express" option two weeks prior to your Advisement & Registration date. (This is optional as you will have time during the program to get your UCard.)
- ___ Bring a photo identification with you such as a driver's license, state ID, tribal ID, military ID, or passport.
- ___ Students who attend or graduate from an out-of-state (not Minnesota) high school, complete your Student Immunization Record and bring it to Advisement & Registration or send it to UMD Health Services prior to the start of spring semester. (This is not required for students who graduated from a Minnesota high school after January, 1996.)
- ___ Carefully review the entire booklet, Preparing for Advisement & Registration. Bring this information and other supplementary materials with you to the Advisement & Registration program.
- ___ Please be aware that UMD is a non-smoking campus. Smoking is not allowed in any building or any of the UMD grounds.

We look forward to meeting you!

For additional information regarding the items listed, refer to the information in this guide and in your invitation to Advisement & Registration and supplementary materials, check the UMD website at <http://www.d.umn.edu> or call UMD Toll Free: 1-800-232-1339.

Advisement & Registration Program Schedule

- 10:45** Optional Campus Tour
Tours leave from the Kirby Ballroom, Kirby Student Center, 3rd Floor
- 11:15** **Check In** for the Program Begins in the Ballroom
-> Kirby Student Center 3rd Floor
- 11:45** **Announcements** about technology and computer use
the UCard Office and TCF Bank
- 11:50** **Welcome to UMD** and **Success at UMD**
- 12:30** Transfer Credit Information Session
- 1:00** College Meeting, Advising, Course Registration,
and UCard Enrollment/Activation
This part of the program will run until approximately 4:00pm.
- 1:00** Parent Program Begins
- 4:00** **Program ends** for student and parents (approximate time).

Please be aware
that lunch is not provided
as a part of this program.

**Be sure to make plans
to stay for the whole day!**



UMD Toll Free 800.232.1339
<http://www.d.umn.edu>

The University of Minnesota Duluth
is an equal opportunity educator and employer.

Design by Christopher Hagen