Fall 2010 Registration Information

CLA ADVICE SCHEDULE
All students are encouraged to meet with their advisor to discuss their academic plans.

CLA ADVICE SCHEDULE

<table>
<thead>
<tr>
<th>April 5 - 16</th>
<th>Seniors, Juniors, and Athletes</th>
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<tbody>
<tr>
<td>April 19 - 23</td>
<td>Sophomores</td>
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<tr>
<td>April 12 - 23</td>
<td>Freshmen</td>
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Fall Dates *

- April 12—30 Fall 2010 Registration Queue
- CHANGE OF COLLEGE & DUAL DEGREE APPLICATIONS: Preferred deadline to file a Change of College form (switch from one UMD collegiate unit to another) & Dual Degree Applications. Forms will be accepted until the time of the student’s registration, but the student must understand that there is a 3 business day turnaround time from the day the form is turned in at the student affairs office until they are able to register. Forms will NOT be accepted after the student has registered for the semester or after the semester starts.
- ACADEMIC WARNING & ACADEMIC PROBATION HOLDS: Midterm Progress Report forms submitted to the CLA Student Affairs and Advising Center prior to registration.
- DECLARING A MAJOR IN CLA: Plan ahead. You are required to create a tentative Graduation Plan including all degree requirements. You may begin the process at plan.umn.edu. Visit clastudent.org for more information.
- September 6 — Last day to register for fall term without incurring a late initial registration fee
- September 7 — Fall 2010 begins

* Refer to the online Financial Aid & Registrar’s Important Dates site for additional dates and information.

Summer 2010 Dates **

- May Session—May 17 through June 4
- Summer Session—June 7 through July 30

** Refer to the Continuing Education Summer Course Catalog for more dates and information.

CLA SENIORS (90+ CREDITS)
- Retrieve a copy of the ‘Graduation Checklist’ online.
- Confirm all majors and minors on your official record.
- File any APAS exceptions, course substitutions, etc ASAP
- September 20 — Fall 2010 deadline for Application for Degree

UMD Graduation/Commencement Info
- 90 Credit Benchmark email will be sent in September.

CLA JUNIORS (60+ CREDITS)
- Declare all majors and minors on your official record.
- Educate yourself regarding internships, volunteering, senior projects, Undergraduate Research Opportunities Projects (UROP), résumé building, etc. Visit UMD Career Services.

CLA SOPHOMORES (30+ CREDITS)
CLA undeclared students with 45 or more credits will have an ‘OT-Declare Major’ HOLD placed on their records. In order to have the hold released, students must either declare a major or file a ‘Plan for Major Declaration’ form. Undeclared students are required to meet with their academic advisor in order to discuss their progress in exploring/declaring a major.

CLA FRESHMEN
First year undeclared students required to seek academic advisement prior to fall registration. Advisement for CLA undeclared students will begin on April 12th. Schedule an appointment with your academic advisor well in advance of your registration time. If you are a first year undeclared major, an advisement HOLD has been placed on your record, and you will not be permitted to register for next semester until you have met with your academic advisor.

Freshmen with a declared major should meet with their academic advisor prior to registering for next semester. Contact CLA SAAC (310 KPlz, clasa@d.umn.edu) if you are unsure who your advisor is.

Review your Grad Plan or APAS report prior to your advisement appointment.

http://www.d.umn.edu/students/Records → Grad Plan or APAS Report

Need assistance with either report? Make an appointment with your advisor or an academic advisor within CLA SAAC.
**Do you want to have a successful advisement appointment?**

- Go to your advisor’s office and schedule an appointment
- Review your Academic Progress Audit System (APAS) report online: [http://www.d.umn.edu/Register/](http://www.d.umn.edu/Register/) - Personal Info - View your APAS report
  
  **NOTE:** The “What-If” option to explore possible majors/minors across UMD.
- Develop a tentative course schedule for next term
- Choose additional courses, in case the desired schedule does not work
- Write down any questions you may have for your advisor (internships, tutoring, job opportunities, studying abroad, etc)
- Attend your scheduled appointment

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**Consider Studying Abroad!**

Visit the International Education Office in 138 Kirby Plaza to explore the possibilities. They offer short term, one semester, two semester programs, etc.

Read over the [Steps to Studying Abroad](http://www.d.umn.edu/ieo/) and view program information online at:


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### Closed Class?

1. Check the online Class Schedule for a **waitlist** option and add your name to it. Usually the waitlist is manually sorted based on priority (graduating, declared major, etc).
2. If there is no online waitlist available, contact the department offering the course. **Read below for additional information.**
3. If you are granted permission to enroll in a closed course, you **MUST** obtain a permission number and register for the course. Permission numbers are **ONLY** valid through the end of the 2nd week of the term.

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### Collegiate UMD Student Affairs Office Information:

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<th>Course</th>
<th>Office Information</th>
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<tr>
<td><strong>CEHSP (120 Boh H)</strong></td>
<td>Psychology courses with an electronic waitlist are managed by the CEHSP Student Affairs office. Registration into these courses is handled by the CEHSP Student Affairs office. Permission numbers are not given out for these courses. For all other courses, contact the department first, then contact the instructor to find out about your options.</td>
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<tr>
<td><strong>CLA (310 KPlz)</strong></td>
<td>First contact the department, then contact the instructor to find out about your options.</td>
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<td><strong>LSBE (111a LSBE)</strong></td>
<td>Access to all LSBE courses is managed through the online waitlists. The LSBE Student Affairs office manages the list.</td>
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<td><strong>SFA (5 Mont)</strong></td>
<td>Music and Art &amp; Design use the online waitlists. If you are on a waitlist, watch your UMD email account for a permission number. Theatre faculty manage their own courses.</td>
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<td><strong>SCSE (140 EngrB)</strong></td>
<td>Go to the SCSE Student Affairs office for information on how to obtain enrollment into chemistry, math, statistics, 1000-level biology, and 1000 &amp; 2000-level computer science courses. For all others contact the department.</td>
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