Schedule Changes 101

Fall 2015

IMPORTANT DATES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>Tuesday, 9/1</td>
<td>Classes begin! Come to any Advising Center for assistance with open Byrne, FIGS, math, and writing course changes ONLY.</td>
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<td>Wednesday, 9/2</td>
<td>Begin making changes online at webreg.rutgers.edu.</td>
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<td>Monday, 9/7</td>
<td>Labor day—University offices closed &amp; no classes</td>
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<td>Tuesday, 9/8</td>
<td>Last day to drop a class (without a W)</td>
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<td>Wednesday, 9/9</td>
<td>Last day to add a class</td>
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<tr>
<td>Monday, 10/26</td>
<td>Last day to withdraw from a class down to 12+ credits</td>
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INSIDER TIPS ON SCHEDULE CHANGES:

ADD before DROP  Don’t drop a class until you know you’ve gotten into another class! Students need to be registered for at least 12 credits at all times. If the two classes meet at the same time, come to an Advising Center for help, or add another class that meets at a different time before dropping the first class.

CHANGE SECTIONS of a specific class  Register for the section you want; the old one will drop automatically.

BE FLEXIBLE!
- Look for courses with multiple sections.
- Consider time desirability: There’s a better chance of a 8:10 AM class being open than one that meets at 1:10 PM. You’re most likely STILL getting up later than you did in high school!
- Be open to alternate courses. Not everyone will get Dinosaurs or Intro to Criminal Justice in their first semester; explore similar courses or other interests.

NO DO-OVERS HERE  It may not be possible to completely change your schedule this semester. If each change is hinged on the one before, your plans could fall apart with one closed section. Have a prioritized list of the changes that you hope to make, and be organized in your attempts.

The keyword search at sis.rutgers.edu/soc is a great way to find classes!

Check out our archived blog posts about the W at sasfroshblog.blogspot.com

School of Arts & Sciences Advising Centers

848-932-8888  sasundergrad.rutgers.edu  Open M-F 8:30-5:00 (except Monday, 9/7)

Busch Student Center Room 172  Milledolier Hall Room 103 (College Avenue)
College Hall Room 104 (Douglass)  Lucy Stone Hall Room A216 (Livingston)
IMPORTANT NOTES:

Students must always be enrolled full-time in at least 12 credits.

Students cannot drop their writing course (subject code 355 or 356). You may change sections via Webreg by selecting the new section.

If you’re not sure about a class on your schedule—try it out. You might be surprised!

If you KNOW you’re dropping a class, you don’t have to attend it. Drop it as soon as you can in case someone else wants to register for it. Similarly, you CAN attend a class that you’re trying to add even if it’s not on your schedule.

Don’t overload credits: First-year students should take 12 to 16 credits the first term. Students who have earned 22 credits at the end of the first YEAR are considered sophomores. If you do take more than 15 credits, note the withdrawal deadline of 10/26 and talk to an adviser in early October to assess your progress.

SPECIAL PERMISSION NUMBERS (SPN):

What: A 6 digit number to register for a closed class. It does not override prerequisites and can only be used once.

Why: To try to register for a closed class.

How: Obtained from the instructor or department.* Academic Deans cannot give out special permission numbers.

DO’s and DON’Ts:
1. Be on time to the class you’re trying to add. Be attentive and participate.
2. Do NOT disturb the instructor at the start of class.

*The Math, Chemistry, and Physics departments only accept SPN requests through their websites.

*SPN are not available for FIGS, Byrne seminars, Economics, or Writing courses.

LOOKING AHEAD TO THE SPRING...

You’ll register for the Spring 2016 semester in November.

Since you’ll be creating your own schedule, you’ll need a few tools:

- **DEGREE NAVIGATOR**
  - [dn.rutgers.edu](http://dn.rutgers.edu)
  - Track progress in degree requirements, explore majors and minors, plan courses, see course descriptions & more.

- **COURSE SCHEDULE PLANNER**
  - [sims.rutgers.edu/csp](http://sims.rutgers.edu/csp)
  - Design schedules according to day, time & campus preferences.

  BEWARE: CSP doesn’t check for prerequisites or sections you may not be eligible to take.

Plan to meet with an adviser in mid-October to start planning for the Spring! Call (848-932-8888) early for an appointment—they fill up quickly as we get closer to the registration period!