



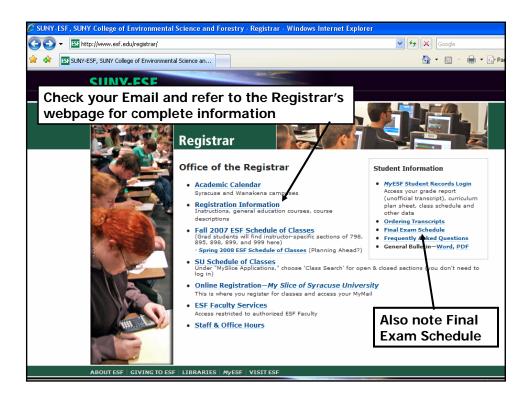
# Advising and Spring Registration 101

ESF 132 Evolutions: ESF's First Year Experience



## **Spring 08 Important Dates:**

- Advising Week is October 29 to November 6
- Spring Registration begins November 7 though November 16
- Must register by 11:59pm November 16
- Changes can be made between November 17 to December 14





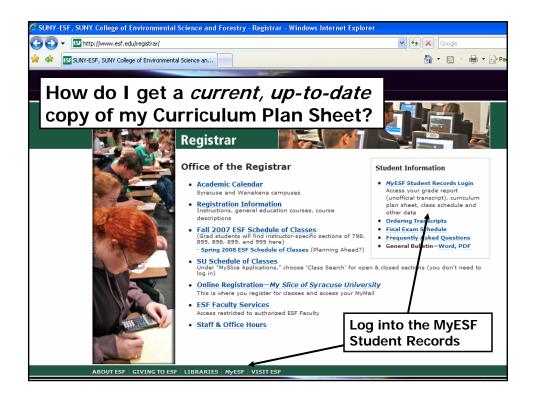
## **6 Easy Steps to Registration**

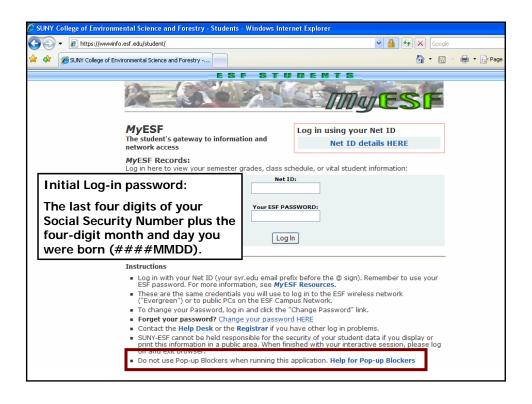
- 1. Picking Your Classes
- 2. The Registration Form
- 3. Meeting with your Advisor
- 4. The MySlice System
- 5. Registering for Classes
- 6. Verifying Your Schedule

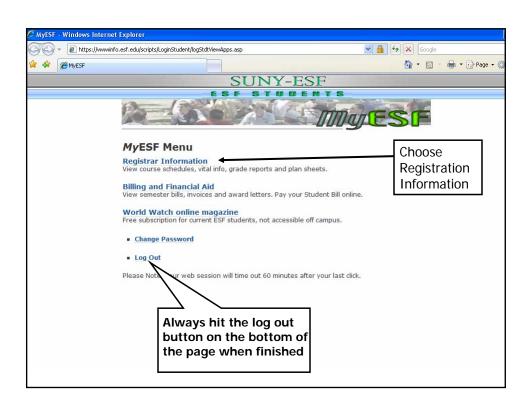


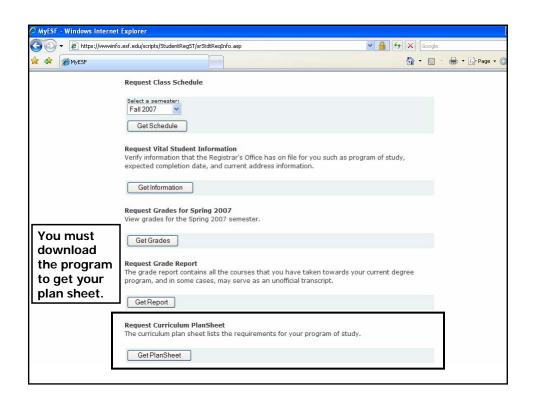
## 1. Picking Your Classes

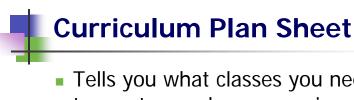
- Print off a current copy of your Curriculum Plan Sheet
  - Use it pick your classes
  - Use it to make sure you meet all degree requirements











- Tells you what classes you need to take to meet your degree requirements
- Different for each major
  - Some programs specifically tell you what courses to take each semester

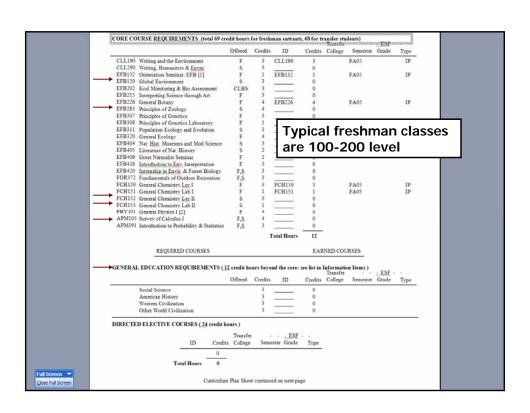
1		SUNY - ESF	Curriculum P	an Sheet			
							Page 1
	of Study Forest Engineering UACKENBUSH					Printed: October 0	7, 2005
	all 2005 as a Freshman						
TRANSFI	ER COLLEGE INFORMATION						
110411-011	an constant in outsition	Transfer College			redit Transfe	and	
	1	AP CREDIT			4		
		Total Advanced S	Standing Credit		4	_	
-		SHOREST AND COLOR		ō	242		_
LOWER	DIVISION COURSE REQUIRE						
	REQUIRED COURSES				EARNED (	COURSES	
Freshma	n Year - Fall Semester		ĺ		Transfer	ESF	
_ID	Name	Credits	ID_	Credits		Semester Grade	Type
EFB226	General Botany	4	BOTBIO	4	1		
PHY211	General Physics I	3	PHY211	3		FA05	IP
	General Physics Lab I	1	PHY221	1		FA05	IP
	Calculus I	4	MAT295	4		FA05	IP
	Writing And The Environment	3	CLL190	3		FA05	IP
FEG132	Orientation Seminar: FEG	1	FEG132	1		FA05	IP
Freshma	n Year - Spring Semester				Transfer	ESF	
ID	Name	Credits	ID_	Credits		Semester Grade	Type
	General Physics II	3	l —	0			
	General Physics Lab II	1	l —	0			
	Calculus II	4		0			
	Computing Methods	3		0			
	J General Education Courses	6		0			
GENEDU	J General Education Courses			0			
Sophomo	ore Year - Fall Semester				Transfer	ESF	
_ID	Name	Credits	ID_	Credits		Semester Grade	Type
FCH150	General Chemistry Lec I	3	l —	0			
	General Chemistry Lab I	1		0			
	Engineering Mechanics-Statics	3		0			
	Engineering Graphics	1		0			
MAT397	Calculus III	4		0			



## **Curriculum Plan Sheet**

- Tells you what classes you need to take to meet your degree requirements
- Different for each major
  - Some programs specifically tell you what courses to take each semester
  - Others give you a list of courses that you must take and a typical schedule of when to take each class

	TYPICAL SCH	EDULE		(1)
	Freshman year			
	Fall EFB226	General Botany	4	
		General Chemistry Lec I	*	
		General Chemistry Lab I	1	
		Survey of Calculus I	1	
	CLL190		3	
		Orientation Seminar EFB	1	
		Total Credits	16	
	Spring	Total Cream	10	
	EFB285	Principles of Zoology	4	
	FCH152		3	
	FCH153		1	
		Elective	6	
		Total Credits	14	
	Summer			
	EFB202	Ecol Monitoring & Bio Assessment	3	
		Field Experience Elective	3	
		Total Credits	6	
	Sophomore year			
	Fall			
	PHY101	General Physics I	4	
	EFB215	Interpreting Science through Art	3	
	EFB320	General Ecology	4	
		Elective	5	
		Total Credits	16	
	Spring			
	CLL290	Writing, Humanities & Enym	3	
	EFB120	Global Environment	3	
		Elective	9	
		Total Credits	15	
	Junior year			
	Fall	Introduction to Env. Interpretation		
	EFB416 EFB307	Principles of Genetics	3	
	EFB308	Principles of Genetics Principles of Genetics Laboratory	1	
	Et B308	Elective	7	
of Conces		Total Credits	14	
ull Screen 🔻	Contra	Total Credits	14	
lose Full Screen	Spring APM391	Introduction to Probability & Statistics	3	
	AFREN	and control of Properties of Statistics		

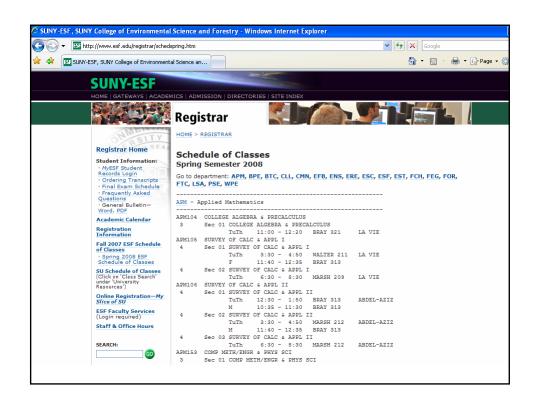


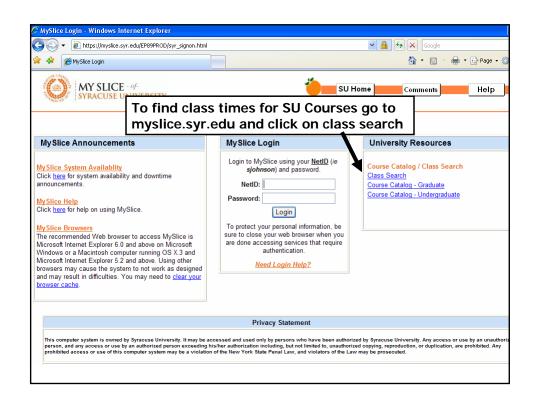
DIRECTED ELECTIVES		
A. Conservation Biology	NOT YET MET	
B. Advanced Communication	NOT YET MET	Your plan sheet will also
C. Advanced Interpretation	NOT YET MET	I
•	NOT YET MET	give you a list of electives
D. Organismal Diversity		that you must take and the
1. Diversity of Microorganisms	NOT YET MET	courses that fulfill each
2. Diversity of Plants	NOT YET MET	
3. Diversity of Invertebrate Animals	NOT YET MET	elective requirement.
4. Diversity of Vertebrate Animals	NOT YET MET	I
E. Field Experience Electives (3 cr.)	NOT YET MET	These are generally taken
DIRECTED ELECTIVES		your junior and senior
may vary slightly from year to year. EFB390 Wildlife Ecology EFB413 Intro. to Conserv  B. Advanced Communication  At least 3 credit hours must be in the su vary slightly from year to year  CL405 Wixting for Scien  LSA300 Computer Graph  C. Advanced Interpretation  At least 3 credit hours must be in the su slightly from year to year  EFB417 Perspectives of h	ation Biology (4 $\alpha$ ) S  bject area of advanced communication. A  ce Professional (3 $\alpha$ .) F,S  cs for Design Communications (3 $\alpha$ .) F	llowable courses are listed below. It may
each of the four groups listed in the car  1. Diversity of Microorganisms EFB303 Introductory Exp EFB340 Forest and Shade	alog (a course from each of the groups is a ironmental Microbiology (4 cr.) F Tree Pathology (3 cr.) S and Ecology (3 cr.) CLBS	in hours including at least one course from trougly secommended).

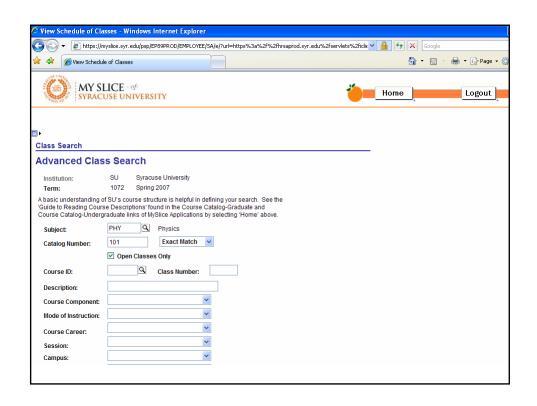


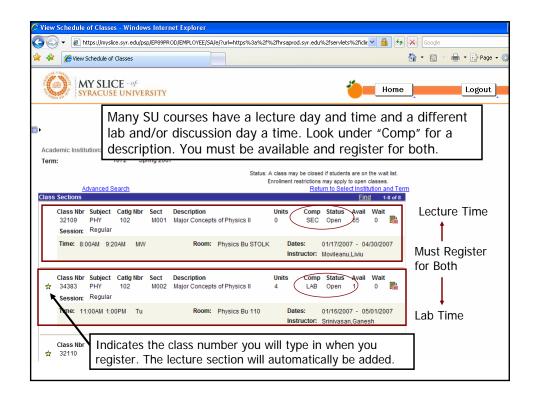
## 1. Picking Your Classes

- Print off a current copy of your Curriculum Plan Sheet
  - Use it pick your classes
  - Use it to make sure you meet all degree requirements
- Refer to the Registrar's Webpage or MySlice for the most up-to-date list of class times
- Map out each class on a pre-planning grid







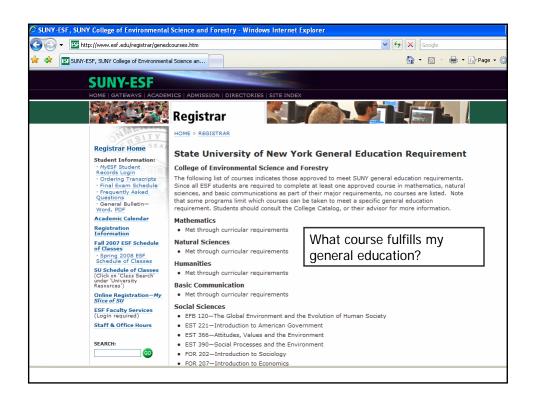


			Pre	e-Plan Yo	ur Sched	ule		
Availab	le at http://	www.esf.ed	u/registrar/	preplan.po	lf			
MWF	8:25-9:20	9:30-10:25	10:35-11:30	11:40-12:35	12:45-1:40	1:50-2:45	2:55-3:50	4:00-4:55
М	map out	I find you each clas	s on the	pre-	Chem	Chemis	try Lab	
w	schedule same tim		_		Chem			
F					Chem			
т-тн	8:00-9:20	9:30-10:50	11:00-12:20	12:30-1:50	2:00-3:20	3:30-4:50	5:00-6:20	
Т	Zoology			Zoolog	y Lab			
						For classes sections, h		
тн	Zoology			Zoology Backup	Lab	sections in the event your first choice is full when you register		



## **General Guidelines to Picking Classes**

- Use your Curriculum Plan Sheet
- Take year long courses consecutively
  - Ex. APM 105 in Fall, APM 106 in Spring
- Have backups for lab times, course, etc. in the event you don't get into the course/time you wanted
- Complete General Education Requirements early
- Undeclared/changing majors? Pick a major before you register so you can begin fulfilling your new degree's requirements





## General Guidelines to Picking Classes

- You can take courses at SU but only if the course or an equivalent course is not taught at ESF
- Plan ahead for courses that have prerequisites
- By Junior year, pay careful attention to when courses are offered so that you can graduate on time. Map out the future semesters.
  - Courses offered only in odd or even years
  - Courses offered only in the Fall or Spring semester



## General Guidelines to Picking Classes

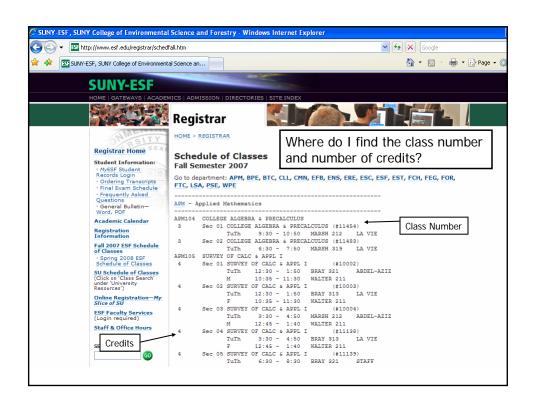
- Will you be able to handle the workload?
  - Find out as much as you can about a course ahead of time
    - Talk to the Professor or other students
    - Look at a course webpage or online syllabus
  - Credits tell one story; number of class hours a week tell a different story
    - 1 or 2 labs a week Typical
    - 3 labs a week doable but tough
    - More than 3 labs a week don't even try!



## 2. The Registration Form

- Available outside the Registrar's Office
- Fill out as much as you can before seeing your advisor
- Once you and your advisor sign it, turn it into the Registrar's Office to remove your Advising Hold

			5	UNY ESF	REGISTRA	HOIL	FUR	LIVI		
Student ID 123-45-6789				Last Name FOX				First Name Steve		
				Program of Study Environmental Biology				For what term and year are you registering Spring 2008		
			Section Number	Course Title		Credit Hours	Audit	A=Add D=Drop	Instructor Signature	
32795	EFB	285	1	Zoology		4		Α		
					210.25.200.8					
I expect to	graduate	e in (circle	one)MA	AUG DEC _	Year Total Hour	4				
Student Si	gnature			DEC	Advisor Adviso	or / Major Pr	rofessor		Date	





### Your Advisor's Role

#### Your advisor:

- Assists and approves all courses you take in order to develop an academic plan that satisfies degree requirements
- Approves all courses you add or drop in a given term
- Guides you in the petition process
- Helps you explore your interests, abilities, and goals
- Is knowledgeable about graduate and career opportunities in your field.
- Will refer you to appropriate support services



### **Your Advisor**

- You should meet regularly and get to know your advisor!
  - Not just during advising week
  - S/he is a source of assistance
- Can help with:
  - Finding Internships and Jobs
  - Finding a Graduate School
  - Writing a Letter of Recommendation
  - Being a Reference
- Can not make decisions for you
- You can change advisors



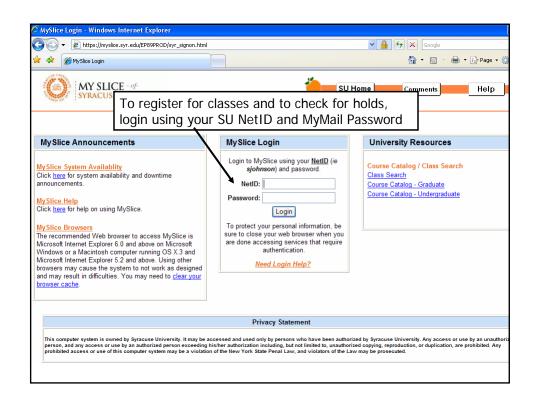
## 3. Meeting with your Advisor

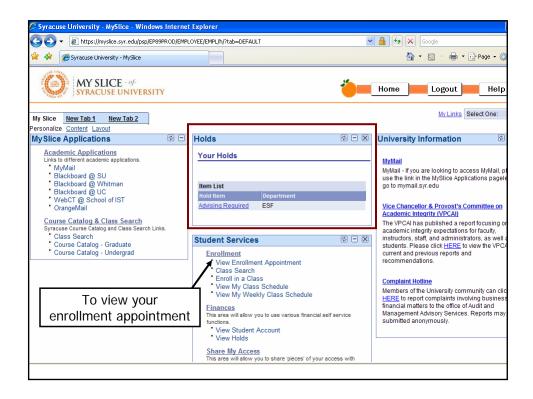
- You must meet with your advisor before registering for classes.
- Find out how your advisor runs Advising Week. Each advisor has a different process.
- Come prepared to your meeting:
  - Have a list of courses you are going take
  - Discuss your course choices
  - Have a list of questions prepared
  - Ask for recommendations or alternative courses
  - Bring a Registration Form to get signed
  - Discuss your career plans
  - Use this time to ask about internships, summer jobs, etc.



## 4. The MySlice System

- The official registration site.
- Once you turn in your Registration Form, you must physically register online for the courses you want to take. You are not locked in or registered for the courses that you put on your Registration Form until you do it online.
- Check Now For:
  - Registration Holds (Prevent you from registering)
  - Your Registration Appointment Time



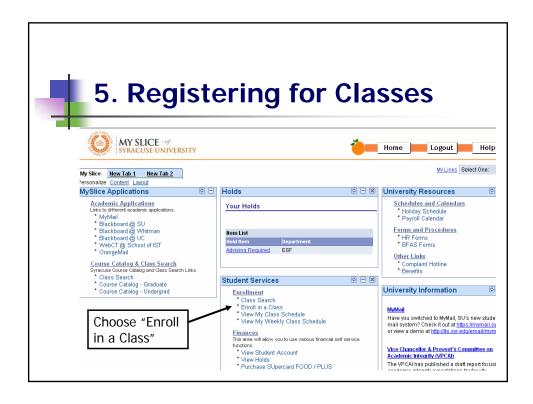


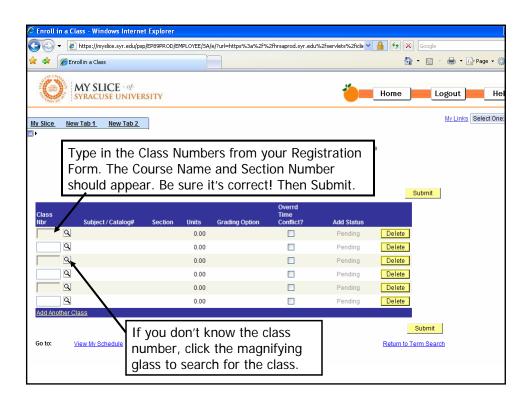


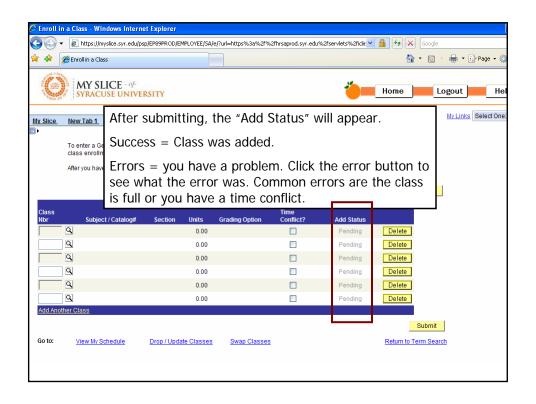
## **Your Enrollment Appointment**

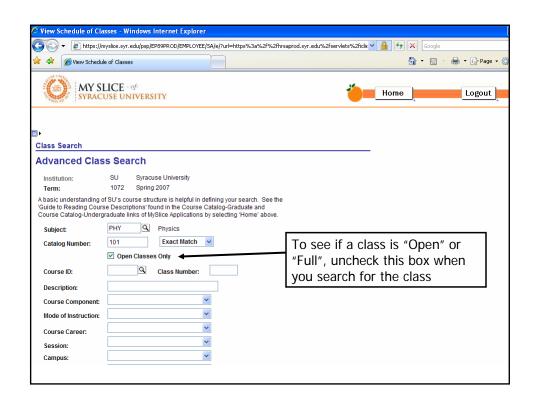
- Gives the time when you can register for classes
  - Each person has a different starting time
  - Cannot register for classes before this time
  - Must register for classes between your starting time and by 11:59pm November 16

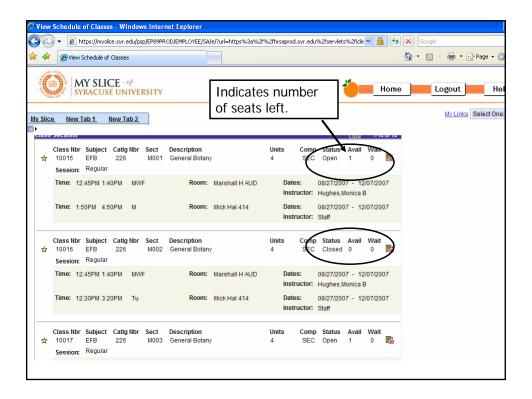














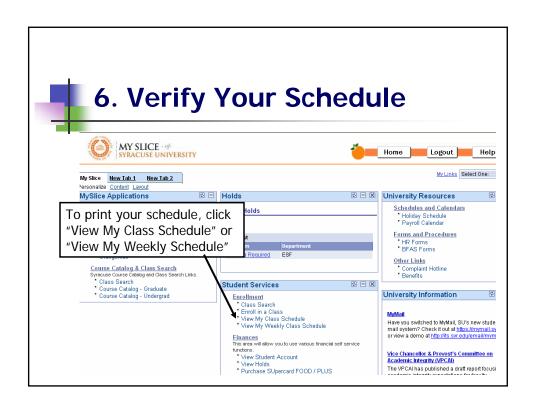
## 5. Registering for Classes

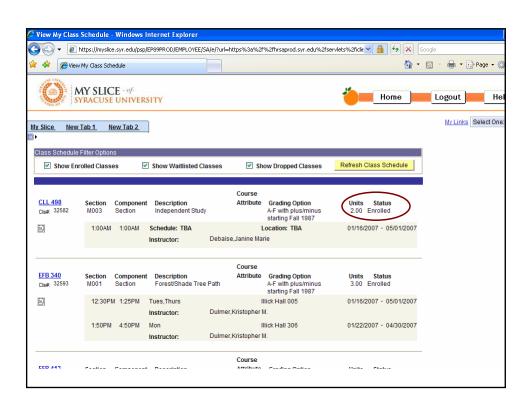
- Class status can change instantaneously
- If changing classes or sections, always add the new class before dropping the class you are trying to drop.
- Use the SWAP button to change classes or sections.



## Don't Let the Registrar Drop Your Classes!

- All courses that you register for must be approved by your advisor and a Registration Form must be submitted.
- If you registrar for a different section number you don't need to submit a new Registration Form.
- If you registrar for a different class you must submit a new Registration Form showing this change. Register for the class while they're still seats left and turn in the Registration Form as soon as you can.





## Congratulations! You Have Completed Spring Registration!





## **6 Easy Steps to Registration**

- 1. Picking Your Classes
- 2. The Registration Form
- 3. Meeting with your Advisor
- 4. The MySlice System
- 5. Registering for Classes
- 6. Verifying Your Schedule

Registration Problems? Go to 111 Bray or www.esf.edu/registrar



## **Questions?**

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