
University of North Dakota

Materials to prepare for the advisement and registration process at the Freshman Getting Started program (Registration Preparation Packet)

We are excited that you will be participating in the Freshman Getting Started program this summer! Prior to your visit with an academic advisor at the Freshman Getting Started program, we ask that you use this instruction sheet and the attached worksheets to complete the following steps to prepare for your individualized advisement conversation when you are on campus.

If you have questions about the items enclosed, please contact the Student Success Center at 1-800 CALL UND, ext. 2117. We look forward to visiting with you and assisting you with the advisement and registration process.

Remember.....this packet doesn't have to be completed perfectly; it is intended to help you start a conversation with an advisor at the program. More in-depth information will be shared at the program during the "Academics at UND" session.

Steps to a Successful Advisement and Registration Process

We encourage you to take as much time as necessary to review the following information to understand the process so you can make better and more informed choices.

Step 1

- Review your **major program of study** (e.g., Aviation, Forensic Science, etc.) in the UND undergraduate catalog. **Majors** are in alphabetical order beginning on page 69. If you do not have a copy of the catalog, you can access this information on-line at <http://www.und.edu/dept/registrar/catalogs/catalog/index.htm>. Click on the appropriate major in the dropdown box located in the upper portion of the screen. If you are truly undecided about your major proceed to Step 2. If there are several majors in which you are interested, make sure you have viewed the requirements of each major of interest before going on to Step 2.

Step 2

- Review the **University Essential Studies Requirements** in the blue "First Year Booklet" that you received in the mail.

Step 3

- When viewing the courses in your major and the University Essential Studies Requirements sections, keep in mind that a 100 or 200 level course is most appropriate for a first-year student. For example, English 110, Math 103, and History 220 are appropriate courses for a first-year student.

Step 4

- To view descriptions of courses, and to determine if a course has a prerequisite, go to the section of the catalog that lists that major. At the end of the section, the courses will be listed in course number order. For example, to find History 220, go to the History section in the UND undergraduate catalog. At the end of the History section you will find the course descriptions. Some of the courses in which you are interested in taking may have a prerequisite course. A prerequisite is a course that must be completed successfully prior to taking the next course. Prerequisites are listed at the beginning of the course descriptions in the UND academic catalog.

Step 5

- After you have carefully studied all of the above information, you are ready to prepare the attached worksheets. Use the Essential Studies Requirements worksheet to document the courses that you would like to take in each of the four Essential Studies Requirement categories. Use the Major Program of Study Course Selection worksheet to document the courses that you would like to take that fall into your major program of study. Fill out the Major Program of Study Course Selection worksheet first. As you begin to fill out the Essential Studies Requirements worksheet, you will notice that courses that you have written on your Major Program of Study Course Selection worksheet may fall into Essential Studies Requirement coursework as well. These courses fill major requirements and Essential Studies Requirements at the same time for most majors.
- You should have a total of at least twelve (12) credits of coursework on your worksheets if you wish to become a full-time student at UND in the fall. Keep in mind that the average course load for a first-year student is between twelve (12) and fifteen (15) credits.
- Make sure you have alternate courses in mind in case your first choice is not available in a given Essential Studies Requirement or major program of study category. We suggest having two or three options for each Essential Studies Requirement category. Not all of the Essential Studies Requirement or major program of study courses are offered in the fall semester. At the end of a course description in the UND undergraduate academic catalog, you will find an “f”, “s”, or “ss”. These codes indicate when courses are typically offered. An “f” stands for fall, “s” for spring, and an “ss” for summer session.

Step 6

- While you are on campus participating in the Freshman Getting Started program, you may need to take a mathematics placement exam. Math placement is determined by either taking the mathematics placement exam or by your math ACT sub-score. At the program, you will be provided with information that will help you determine what math course you are eligible to take based on your math ACT sub-score or after taking the mathematics placement exam. If you have taken the ACT exam more than once, it is important that you request all scores be sent to UND, as we are able to use your highest ACT math sub-score for placement purposes. If you have taken an SAT exam only, you must take a mathematics placement exam prior to enrollment in any math course.

Step 7

- Bring your completed worksheets with you to the Freshman Getting Started program. The information you have written on the worksheets will be helpful to the advisor who will assist you in the advisement and registration process. The more information you share with the advisor, the more satisfied you will be with the outcome of the advisement and registration process. If you struggle completing the worksheets, that's okay! Please make an attempt to complete the worksheets to the best of your ability.

Step 8

- Make sure you ask questions during your advisement and registration process. We want you to be comfortable with the choices you make and the fall class schedule that you develop.
- Final course selection will be determined in consultation with an academic advisor at the Freshman Getting Started program.

After your advisement session at Freshman Getting Started has been completed, your fall class schedule will be constructed with the help of one of our Getting Started Student Assistants. You will leave the Freshman Getting Started program with your course schedule for the fall semester.

Again, we look forward to visiting with you at Freshman Getting Started and assisting with the advisement and registration process!

Fall 2009 Dates to Keep in Mind

Welcome Weekend

Friday, August 21 – Sunday, August 23

Residence Halls Open

Friday, August 21, 9:00am

Fall Semester Begins

Monday, August 24 at 4:00pm

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Essential Studies Requirements Worksheet

List at least two - three course options within each Essential Studies Requirement category that would be of interest to you to take during the fall semester. Follow Steps 1- 3 on the Instruction Sheet to identify your course selections.

I. COMMUNICATION

9 Credits (must include 6 credits writing)

Course:	Credits:	Semester Completed:
English 110		
English 120 or 125		
Oral Communication Requirement (O)		

II. SOCIAL SCIENCES

9 Credits (minimum two departments)

Course:	Credits:	Semester Completed:
(Examples: Sociology, Psychology, Amer. Govt, Anthropology, History, etc.)		

III. ARTS AND HUMANITIES

9 Credits (minimum two departments)

Course:	Credits:	Semester Completed:
3 credit Fine Arts (F)		
3 credit Humanities (H)		
(Examples: Music, Religion, Theater, Languages, etc.)		

IV. MATH/SCIENCE/TECHNOLOGY

9 Credits (includes 4 credits lab science)

Course:	Credits:	Semester Completed:

V. SENIOR CAPSTONE

3 Credits

Course:	Credits:	Semester Completed:

- _____ Student has met the Cultural Diversity Requirement: United States (U)
- _____ Student has met the Social-Cultural Diversity Requirement: Global (G)
- _____ Student has met the Quantitative Reasoning Requirement (Q)
- _____ Student has met the Advanced Communication Course Requirement (A)
- _____ Student has met 4 hour Laboratory Science Requirement (L)

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Major Program of Study Course Selection Worksheet

List at least five course options within your major that you would like to take during the fall semester. Follow Steps 1- 3 to identify course selections.

First choice courses

Department	Course Number	Course Title	Credit Hours
e.g., History	101	Western Civilization I	3
1.			
2.			
3.			
4.			
5.			

Alternative courses

Department	Course Number	Course Title	Credit Hours
1.			
2.			
3.			
4.			
5.			