### 2016–2017 ACADEMIC CALENDAR

#### August 2016

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**Fall Semester**
- Aug. 20, Sat. Residence Halls open at 9 a.m. for new and returning students.
- Aug. 22, Mon. Fall Semester opening date
- Aug. 26, Fri. Last day to add a Fall Semester class without instructor's approval
- Sept. 2, Fri.
  - Last day to register for Fall Semester
  - Last day to add a Fall Semester class (instructor's permission required)
  - Last day to remove (drop) a Fall Semester class from student’s academic record with possible fee adjustment
- Sept. 26, Mon. Last day to apply for graduation for Fall Semester
- Oct. 3, Mon. Fall Semester Reading Day (classes not in session; University is open)
- Oct. 17, Mon. Academic Advising for Spring Semester begins
- Oct. 24, Mon. Spring Semester priority registration begins
- Oct. 28, Fri. Last day to drop individual classes from fall schedule
- Nov. 23 – Nov. 27 Thanksgiving Break (classes not in session)
- Dec. 1, Fri. Last day to withdraw (drop all classes) from the University for Fall Semester. Contact college or regional campus student services office.
- Dec. 5 – 9 Fall Semester examination period
- Dec. 26 – Jan. 2 Winter Closure (University closed)

#### September 2016

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**Spring Semester**
- Jan. 7, Sat. Residence Halls open at 9 a.m.
- Jan. 9, Mon. Spring Semester opening date
- Jan. 13, Fri. Last day to add a Spring Semester class without instructor’s approval
- Jan. 16, Mon. Martin Luther King, Jr. Day holiday (University offices officially closed, classes not in session)
- Jan. 20, Fri.
  - Last day to register for Spring Semester
  - Last day to add a Spring Semester class (instructor’s permission required)
  - Last day to remove (drop) a Spring Semester class from student’s academic record with possible fee adjustment
- Feb. 13, Mon.
  - Last day to apply for graduation for Spring Semester
  - Summer Semester registration begins
- Mar. 6 – 10 Spring Break (classes not in session)
- Mar. 20, Mon. Academic Advising for Fall Semester begins
- Mar. 24, Fri. Last day to drop an individual class from your Spring Semester schedule
- Mar. 27, Mon. Fall Semester priority registration begins
- Apr. 1, Fri. Last day to withdraw (drop all classes) from the University for Spring Semester. Contact college or regional campus student services office.
- Apr. 24 – 28 Spring Semester examination period

#### December 2016

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**Summer Session I (First Summer Session)**
- May 8 – June 24

**Summer Session II (Second Summer Session)**
- June 26 – August 12

**Full Summer Session**
- May 8 – August 12

**View the OFFICIAL ACADEMIC CALENDAR to search/print/subscribe/share**
https://www ohio.edu/registrar/calendar.cfm

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Advising is very important for undergraduate students at Ohio University. Advisors help students create educational plans and meet academic goals. Advisors also help students by giving them on-time information about their majors or departments. Students need to prepare for meetings with advisors carefully, and be ready to ask questions.

**What your Advisor should do:**
- Have clear office hours and meeting times.
- Listen to you carefully, and help you use English to be understood.
- Understand how and when to register for classes.
- Understand a DARS (Degree Audit Report).
- Understand grading policies, probation and suspension.
- Know which courses you should take in your major.
- Help you think about which courses to take.
- Know who to talk to if you have a special problem or need.
- Help you meet your major’s goals (and also your life or career goals), and make suggestions about when you should take classes in your major.
- Help you make difficult decisions about your major, such as changing majors.
- Give you information about special courses or jobs within your major (for example, internships or practicums).
- Know when to ask a different advisor to help you if he/she cannot help you.

**What you should do:**
- Meet with your advisor at least once each semester.
- Make appointments with your advisor by phone, email, or visiting his/her office hour.
- Be on time for your appointments!
- If you need to cancel a meeting, tell your advisor before the meeting time.
- Talk to your advisor about your courses, major, and future plans.
- Bring your DARS and a plan for your semester’s classes when you meet your advisor. Know how to read it, too.
- Listen to your advisor’s help when making a decision, but don’t ask your advisor to make decisions for you.
- If your advisor can’t help you with something, listen to your advisor and visit the person he/she thinks can help you.
- Think about your meetings and let your advisor know if the meetings are helpful or not. Your advisor wants to be useful for you!
- Change advisors if you don’t think your current advisor can help you.
- Know the policies and rules for your department, College, and University.
The Ohio University Undergraduate Catalog is full of useful information. When you start your courses, you should know all the rules and policies for Ohio University. These rules are in the newest catalog, which is valid for five years from the moment of your registration. The rules can change after you study at Ohio University for five years, so you should check the rules every year.

Every major has its own rules for graduation, and the catalog can tell you about them. Here are some other things the catalog can tell you:

- Policies and rules for the whole university
- Colleges, majors, departments, and schools at Ohio University
- Policies and rules for your college
- What you need to do to graduate from your major

The catalog also describes each course you will take at Ohio University. It tells:

- The course prefix and number (for example, ECON 1030)
- The title of the course (for example, Principles of Microeconomics)
- How many credit hours (for example, 3)
- If the course counts as a General Education requirement
- If you need to take another course before you can take this course (for example, you might need to take Math 1200 before you can take ECON 1030)
- A description of the class
- The rules about repeating the class

Use the catalog to learn more about your department, your major, or your courses at http://www.catalogs.ohio.edu/.
To earn a bachelor’s degree from Ohio University, you must earn at least 120 credit hours. Some majors will require more than 120 credit hours. The catalog can give you the number of credit hours needed for your major.

- If you have earned 0-29 credit hours, you are a First Year student.
- If you have earned 30-59 credit hours, you are a Sophomore, or Second Year student.
- If you have earned 60-89 credit hours, you are a Junior, or Third Year student.
- If you have earned 90-120 credit hours, you are a Senior, or Fourth Year student.

To graduate in four years, most students need to take about 15 credit hours a semester. You need to apply for graduation in your last semester! Check the academic calendar to know when you should apply in your last year.

In addition to earning at least 120 credit hours, you also need to:

- Score at least 2.0 on your cumulative GPA (your overall Grade Point Average)
  *Some Majors ask for higher GPAs*
- Complete Tier I, Tier II, and Tier III (three levels of) General Education requirements
- Complete all needed courses in your major with the needed GPA
- Complete your department or college’s special requirements, if needed
- Complete at least 30 credit hours of your degree at Ohio University—and not at a different university

**MAJOR REQUIREMENTS**
including college requirements, major courses, etc.

**GENERAL EDUCATION**
including English, quantitative skills, breadth of knowledge and synthesis

**OTHER COURSES**
including minors, certificates, and elective courses
Rules for majors can change frequently, so check with your college or department office for the most recent information! If you want to change your major, or you don’t have a major yet (listed as undecided), you should visit the college of the major you want to join to make sure you will be allowed to enter the major.

Each college or department has its own rules for starting their majors. Here are the rules for most of the colleges at Ohio University:

<table>
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<th>GPA</th>
<th># of semester hours to complete before the transfer</th>
<th>Courses to take before the transfer</th>
<th>Additional comments</th>
<th>Website/Office Information</th>
<th>Contact Person</th>
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<td>Arts &amp; Sciences</td>
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<td>No probationary status when transferring</td>
<td><a href="https://www.ohio.edu/cas/admissions/transfer-students.cfm">https://www.ohio.edu/cas/admissions/transfer-students.cfm</a></td>
<td>Tetyana Dovbnya <a href="mailto:dovbnya@ohio.edu">dovbnya@ohio.edu</a></td>
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<td>Business</td>
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<td>BBA (Bachelor of Business Administration)</td>
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<td>1. ECON 1030 or ECON 1040 2. MATH 1350 3. ENG 1610</td>
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<td><a href="http://business.ohio.edu/resources/student-services/transfer-policy/">http://business.ohio.edu/resources/student-services/transfer-policy/</a></td>
<td>Mike Bila: <a href="mailto:bila@ohio.edu">bila@ohio.edu</a></td>
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<tr>
<td>BSM (Bachelor of Sport Management)</td>
<td>2.5 + C in each course (2.0) and 24</td>
<td>1. ACCT 1010 2. ECON 1030 or ECON 1000 3. MATH 1200 4. SASM 1010 5. ENG 1610 6. COMS 1030 or COMS 1010</td>
<td></td>
<td>English proficiency requirement: Successful completion of 2 courses in the following disciplines: Psychology, History, Philosophy, Political Science, &amp; Anthropology. AND one of the following: • paper-based TOEFL 550 (with subscores of 52 +50+50 + composition 5) • OR a grade of A- in OPIE D970 (8-hour Bridge A) • OR a grade of C in OPIE D970 &amp; a grade of A- in OPIE D980 (8-hour Bridge B). 1st year students may apply only during the month of April 1-30. Transfer decisions are made by June 1.</td>
<td>Copeland Hall 214 740-593-2042</td>
<td>Ebony Porter <a href="mailto:portere@ohio.edu">portere@ohio.edu</a></td>
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<tr>
<td>Communication (5 schools within the College)</td>
<td>2.5–3.0 depending on the major</td>
<td>At least 14 - 30</td>
<td>Additional requirements of specific Schools (e.g., essay, portfolio, interview, etc.)</td>
<td>Review the website for a specific School within the College of Communication before applying. Transfer workshop is available for the School of COM Studies.</td>
<td><a href="https://www.ohio.edu/scrippscollege/">https://www.ohio.edu/scrippscollege/</a></td>
<td>Paula Linscott <a href="mailto:Linscotp1@ohio.edu">Linscotp1@ohio.edu</a></td>
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<td>Education (Human and Consumer Sciences, Teacher Ed., Recreation &amp; Sport Pedagogy)</td>
<td>2.0–3.0 based on the major</td>
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<td>Additional requirements for a specific program</td>
<td>Review the website for a specific program you want to apply for within the College of Education on the website</td>
<td><a href="https://www.ohio.edu/education/academic-programs/undergraduate-programs.cfm">https://www.ohio.edu/education/academic-programs/undergraduate-programs.cfm</a></td>
<td>Ben Forche <a href="mailto:forche@ohio.edu">forche@ohio.edu</a></td>
</tr>
<tr>
<td>Engineering</td>
<td>2.5</td>
<td>20</td>
<td>C or better in 1) MATH 1200 2/ CHEM 1210 or PHYS 2051</td>
<td>No probationary status when transferring</td>
<td><a href="https://www.ohio.edu/engineering/academics/undergrad.cfm">https://www.ohio.edu/engineering/academics/undergrad.cfm</a></td>
<td>Jody Markley <a href="mailto:markleyj@ohio.edu">markleyj@ohio.edu</a></td>
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<td></td>
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<td></td>
<td></td>
<td>Stocker Center 178 740-593-1573</td>
<td>Jeff Giesey <a href="mailto:giesey@ohio.edu">giesey@ohio.edu</a></td>
</tr>
<tr>
<td>Fine Arts</td>
<td>2.0–3.0</td>
<td>20</td>
<td>Audition + additional requirements of Schools (e.g., audition)</td>
<td>Students may apply during the first seven weeks of each semester</td>
<td><a href="https://www.ohio.edu/finearts/admission/index.cfm">https://www.ohio.edu/finearts/admission/index.cfm</a></td>
<td>Traci Connor <a href="mailto:connort@ohio.edu">connort@ohio.edu</a></td>
</tr>
<tr>
<td>Health Sciences &amp; Professions (HSP)</td>
<td>2.5–2.75 depending on the major</td>
<td>20</td>
<td>Specific to the pre-major. Check the catalog/website</td>
<td>Students may apply during the first seven weeks of each semester. These majors are selective and may be entered as pre-majors: athletic training, exercise physiology, nursing, social work</td>
<td><a href="https://www.ohio.edu/chsp/undergraduate/">https://www.ohio.edu/chsp/undergraduate/</a></td>
<td>Rebecca Zuspan <a href="mailto:zuspan@ohio.edu">zuspan@ohio.edu</a></td>
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<td>Grover Center W370 740-593-9336</td>
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</table>
Now is the time to look into the Global Leadership Center, which offers an outstanding certificate program for students from all majors. The program provides students international experiences while working on real projects with students from around the world. The GLC is a great learning opportunity that allows you to make new friends, take part in outstanding experiences, while making your resume look even better when you get out in the job market.

In college, students are expected to spend between one and a half to two hours outside of class learning the material on their own time for each hour they are in class. That means successful students spend 22–30 hours outside of class per week preparing for their classes which is usually twice or three times as much high school.
GENERAL EDUCATION REQUIREMENTS

The faculty of Ohio University has decided that all students should take a set of classes that may not be part of their major, but will help them to be a more educated individual. These classes should help students in three skill areas. Students should:

- Communicate clearly and logically in writing.
- Have information about other majors and academic areas, and not just from their own.
- Be able to decide if ideas are correct and make connections between ideas.

For these reasons, students at Ohio University must finish a three-tier General Education requirement to graduate from their majors. The tiers are:

- Tier I – Quantitative Skills and English Composition (math and writing)
- Tier II – Breadth of knowledge (information from other academic fields)
- Tier III – Synthesis (connecting ideas from different sources)

You should try to take your Tier 1 classes in your first year of academic study. However, it is not necessary to take them early in your academics. Talk to your advisor about adding these classes to your schedule.

Here is a description of the Tiered classes:

Tier I: English Composition (1st year, and 3rd year)
After completion of OPIE, you will take ENG D160 and then ENG 1610. You can skip ENG D160 if your DARS report shows you are ready for ENG 1610. Then, you will take an additional advanced composition course during your third year.

Tier I: Quantitative Skills
You need to take one math class unless your math placement score is PL3 or your DARS shows that your Tier 1 Quantitative Skills requirement is finished.

Tier II: Breadth of Knowledge
You need to take at least two credit hours in each of the following areas: Applied Science and Mathematics, Cross-Cultural Perspectives, Fine Arts, Humanities and Literature, Natural Sciences, and Social Sciences. You need a total of 21 credit hours in these areas.

For a full list of Tier II classes, visit the catalog: http://www.catalogs.ohio.edu/content.php?catoid=39&navoid=2378.

Tier III: Synthesis
You will take one class during your fourth year to help you connect ideas from different sources.

SHOW UP! Successful students go to class, ask questions, ask for help, and regularly meet with their professors and advisors.
PLACEMENT TESTS

Math Placement Test
If you need to take math classes for your major or for your Tier 1 requirement, you can take the math placement test to show you which math class to take first. To take the math placement test, log in to blackboard.ohio.edu with your OHIO ID and password, and select “My Organizations.” Then, choose the Math Placement you want, and take the test.

For more information on Math placement test, go to https://www.ohio.edu/uc/bso/math.cfm.

Chemistry Placement Test
If your major requires CHEM 1510, you can take a placement test in chemistry to show you which chemistry course to take first. You do not need to do this until after you have finished OPIE.

Ask your academic advisor for more information, or go to https://www.ohio.edu/uc/bso/chemistry.cfm.

Language Placement Tests
All language courses require a placement test.

For more information, visit Gordy Hall 283 or call 740-593-2765.

Gordy Hall is located across from the top of Morton Hill
OHIO GRADING SYSTEM

In most Ohio University classes, you will earn a letter grade that gives you points towards your GPA (grade point average):

- **A** = 4.00
- **A-** = 3.67
- **B+** = 3.33
- **B** = 3.00
- **B-** = 2.67
- **C+** = 2.33
- **C** = 2.00
- **C-** = 1.67
- **D+** = 1.33
- **D** = 1.00
- **D-** = 0.67
- **F** = 0.00

However, here are some other possible grades:

**CR** = Credit
You earn credit for the class, but it does not affect your GPA.

**I** = Incomplete
Your instructor gives you special permission to take more time to finish the class.

**WP** = Withdrawn Passing
You were earning a passing grade in the class at the time when you withdrew from the class.

**WF** = Withdrawn Failing
You were earning a failing grade in the class at the time when you withdrew from the class.

**FN** = Failure Never Attended
You failed this class because you registered for the class but never attended it.
This counts as a grade of “F” in your GPA!

**FS** = Failure Stopped Attending
You failed this class because you registered for the class and attended it at least once, but then stopped attending. This counts as a grade of “F” in your GPA!

**AU** = Audit
You made an agreement with the instructor to attend the class, but NOT get a grade or credit for it.
Contact your college’s student services office for more information about this option.

**NR** = No Report
Your instructor did not turn in a grade for you.
Contact your instructor immediately.

**P** = Pass
You chose to take this class for a grade of P or F instead of a regular letter grade.
Contact your college’s student services office for more information about this option.
ACADEMIC PROBATION, DISMISSAL, AND REPEATING COURSES

Your GPA (grade point average)

\[
\text{grade points earned ÷ hours attempted} = \text{GPA}
\]

To calculate your GPA, take the points you earn for your letter grade in each class and multiply by the number of credit hours for that class. This gives you your “grade points earned” for each class. Add up your grade points earned for all classes, then divide by the total number of credit hours for all these classes. The result is your GPA.

Your “cumulative GPA” is your overall GPA for all semesters you have studied at Ohio University. If your cumulative GPA is less than 2.0, you will be placed on academic probation.

You must work hard to improve your grades while you are on academic probation.

- If you have earned fewer than 30 total credit hours, you must have a cumulative GPA of at least 1.6 at the end of your first semester of academic probation in order to continue studying at Ohio University.
- If you have earned at least 30 but fewer than 60 total credit hours, you must have a cumulative GPA of at least 1.8 at the end of your first semester of academic probation in order to continue studying at Ohio University.
- If you have earned at least 60 but fewer than 90 total credit hours, you must have a cumulative GPA of at least 1.9 at the end of your first semester of academic probation in order to continue studying at Ohio University.
- If your GPA is lower than these requirements, you will be academically dismissed from Ohio University.

If you are on academic probation, you must attend an Academic Success Workshop to help you learn the skills you need to be successful at Ohio University.

If your cumulative GPA rises above 2.0, you will no longer be on academic probation and can continue studying at Ohio University as usual.

One way to raise your GPA is to repeat a class for which you earned a grade lower than C or C-. If you repeat a class, your more recent grade for that class will be used in your GPA instead of the older grade. So, be careful to earn a higher grade the second time!


Many first-year students enroll in 1000- and 2000-level courses. Such courses generally have few or no requisites and serve as introductions to the area of study.
YOUR ACADEMIC CLASS SCHEDULE

If you expect to be in OPIE’s 12-Hour Bridge Level next semester, then you should register for academic classes that begin at 1 pm or later. Your OPIE classes will be finished by 12:45 pm each day. You can sign up for a total of 6 credit hours of academic classes, including UC 1900 (1 credit hour) if you have not yet taken this class.

If you expect to be in OPIE’s 8-Hour Bridge Level next semester, then you should register for academic classes that do not meet between 2 pm and 5:05 pm. Your OPIE classes will be scheduled during these hours of the afternoon. You can sign up for a total of 9 credit hours of academic classes, including UC1900 if you have not yet taken this class.

During your first semester of part-time academic studies, you must take UC 1900, a 1-credit-hour academic class. OPIE will arrange this class for you.

When you choose your academic classes, you should consider:

- The required courses for your major
- Whether you need to take a math or chemistry placement test
- Which classes are only offered certain semesters
- Which classes must be taken before you can take other, more advanced classes
- How to balance your schedule by taking some easy and some hard classes
- Whether you want to take classes that can help you with your study skills, such as UC 1100: Learning Strategies, UC D998: College Reading Skills, UC 1060: Academic Computing Skills, or EDCE 2010: Career and Life Planning

As an international student, you MUST take at least 12 credit hours each semester in order to maintain full-time status. The only exception is for a summer semester that is not your first or your last semester at Ohio University. You can check with International Student and Faculty Services for more information about maintaining full-time status. If you will be in OPIE’s 8-Hour Bridge Level and do not plan to take any academic classes, please see your OPIE Advisor about adding an additional OPIE class so that you can be enrolled in 12 credit hours and maintain full-time status.

Remember that most full-time academic students take 15 credit hours each semester. After you are a full-time academic student, if you want to take more than 20 credit hours in one semester, you will need to get special permission and pay more money.

If you are not sure about your major, you may want to take some classes that will meet your Tier II requirements. If you decide to change your major, go to the college office of the major that you want.

Study what you love! You will be most successful in subjects you enjoy!
Getting around Athens:

No car? No problem!

BOBCAT PASS

A free benefit for Ohio University students for academic year 2016–17

The Bobcat Pass Program, a new partnership between the City of Athens and Ohio University, enables students, faculty, and staff to ride Athens Public Transit buses free with their University ID.

- Just present your valid Ohio University ID to the bus driver.
- There is no limit to trips taken using the Bobcat Pass Program.
- Scheduled routes include access from campus to Athens shopping destinations like Walmart, Kroger, or the Farmers Market as well as a multiplex movie theater, restaurants, and more.

Visit www.athenstransit.org for bus schedules, routes, maps, and more information.

We may come from different countries, speak different languages, and have grown up in different cultures, but we’re all Bobcats!
### How to Read a DARS (Degree Audit Report)

**Column 1**

- **Prepared:** 04/24/16
- **Campus ID/Name:** Bobcat, Bernard
- **University College:** Undecided
- **SEMESTER:** Fall 2015
- **Hours Attempted:** 13.48
- **points earned:** 12.67
- **Cumulative GPA:** 3.01

**Listed requirements are subject to change with published catalog.**

**Email:** b0013646@ohio.edu

- **ACT:** 21
- **ENGL 24 (READ 21) SCRE 28:** COMP 21
- **UNIVERSITY CATALOG:** 2014-15
- **Required TIER I courses.**

**MAJOR: Freshmen**

- **University College:** University College
- **Major Code:** B0013646
- **Catalog:** 2014-15
- **Required TIER I courses.**

**Major Advisor:** Rufus Bobcat

- **UNIVERSITY COLLEGE ADVISOR:** Rufus Chubb

- **Transcribed hours and GPA listed below might differ from those applied toward your degree.**
- **Hours and GPA listed under general graduation requirements are used to certify graduation.**

**Semester Attempt Earned GPA Points**

- **In-Progress Hours:** 0.0
- **Undergraduate (Spring Quarter 2011-12):**
- **Excludes audit, withdrawn, no report (NR), and completed hours.**

**At least one requirement has not been completed:**

**This undecided program is limited to Freshman and Sophomore standing only. The student must declare a major prior to completing.**

**40 Credit Hours.**

**Column 2**

- **UNIVERSITY OFFICE OF THE REGISTRAR PLAN CODE:** UNI208
- **Catalog:** 2016-2017

**Ohio ID and email**

- **Check Ohio email at least once daily.**
- **If you have declared a major, it will appear here.**

**Required TIER I courses.**

**TIER II courses.**

- **Take your junior year.**

**Your English Composition Placement tells you when you are permitted to take your TIER I Freshman Composition course (Fall or Spring).**

**Determines Math Placement and Reading Placement.**

**Ohio ID and email**

- **Check Ohio email at least once daily.**
- **If you have declared a major, it will appear here.**

**Hours attempted and points are used to calculate your GPA.**

- **If you are in University College, you must select a major for which you meet admission requirements before earning 40 hours.**

- **You must have 120 credit hours and a 2.0 cumulative GPA to graduate.**

- **If you are a transfer student, you must complete at least 30 hours at Ohio University to graduate.**

**Your English Composition Placement tells you when you are permitted to take your TIER I Freshman Composition course (Fall or Spring).**

**Determines Math Course(s) you are permitted to take.**

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How to Read a DARS created by Shelley Barton (Allen Student Help Center)
| TIER II - COMPLETE 21 HOURS WITH AT LEAST 2 HOURS FROM EACH OF THE 6 DISTRIBUTION AREAS. NO MORE THAN 2 DISTRIBUTION AREAS MAY BE SATISFIED WITH COURSES FROM THE SAME DEPARTMENT. SKILLS INTERVENTION - NO MORE THAN 8 CREDIT HOURS MAY BE TAKEN FOR CREDIT OR ANDREW. NO MORE THAN 2 COURSES MAY BE TAKEN FROM THE SAME DEPARTMENT OR SKILLS INTERVENTION.
| TELLING WHAT YOU STILL NEED TO COMPLETE TO FULFILL THE REQUIREMENT. INCLUDES HOURS AND SUBREQUIREMENTS YOU ARE CURRENTLY TAKING.

### College Requirements
- Some college and major requirements may overlap with Tier requirements. Some Colleges and majors permit a course to count in both areas; other colleges and majors do not. Your academic advisor can advise you about this.

### Free Electives - Courses Not In Any Specific Requirement
- This section is a complete record of all courses taken at Ohio University listed by academic year and semester. It includes courses for which you are registered, as well as AP and transfer credit. It is like an informal transcript, showing grades for completed courses.

### A&S Distribution Requirements
- Humanities, Social Sciences, and Natural Sciences.

### College Requirements
- A&S 2000-level or higher requirement - At least 60 hours must be earned from A&S coursework at or above the 2000 level. This includes courses that apply to the A&S foreign language, humanities, social sciences, and natural sciences requirements. Courses from the Department of your major, all A&S LPA & GPC courses; and Tier III courses offered by A&S departments.

### Free Electives - Courses Not In Any Specific Requirement
- Earned: 23.26 hours

### A&S Distribution Requirements
- Earned: 39.00 hours
- A&S 2000-level or higher requirement - At least 60 hours must be earned from A&S coursework at or above the 2000 level. This includes courses that apply to the A&S foreign language, humanities, social sciences, and natural sciences requirements. Courses from the Department of your major, all A&S LPA & GPC courses; and Tier III courses offered by A&S departments.

### College Requirements
- Earned: 29.10 hours

### Free Electives - Courses Not In Any Specific Requirement
- Earned: 10.00 hours
- Prior to 2012-2013 Academic Year

### Undergraduate Course Record - Chronological
- Earned: 94.29 hours
- Prior to 2012-2013 Academic Year

### Free Electives - Courses Not In Any Specific Requirement
- Earned: 22.00 hours
- Prior to 2012-2013 Academic Year

### Undergraduate Course Record - Chronological
- Earned: 100.00 hours
- Prior to 2012-2013 Academic Year

### Free Electives - Courses Not In Any Specific Requirement
- Earned: 84.00 hours
- Prior to 2012-2013 Academic Year

### Undergraduate Course Record - Chronological
- Earned: 122.00 hours
- Prior to 2012-2013 Academic Year

### Free Electives - Courses Not In Any Specific Requirement
- Earned: 40.00 hours
- Prior to 2012-2013 Academic Year
It is very important for students to check My OHIO Student Center regularly.

To log in, go to sis.ohio.edu and enter your OHIO ID and password. Then, click on “Self Service” and then “Student Center.”

You are now on the main page of your Student Center. Here you can see your class schedule for this semester, your academic advisor, and any money that you may need to pay to the university. You can also see the address and phone number that the university has for you (which you can update if needed), as well as any pending applications to academic programs at Ohio University.

In the “Academics” section, you can click on “Enroll” to register for classes (or drop classes). Also, if you click on “other academic…” you can find your grades for classes you have completed.

At the top right corner of this page you can find your “Holds.” Holds are problems that prevent you from being able to register for classes. For example, you might have a hold because you owe money to Campus Care, because you did not return a book to the library, or because you need to meet with your academic advisor. If you see any holds here, click on them to find out more information. Then, go to the office or person at Ohio University that put the hold on your account, and work with them to solve the problem. After the problem is solved, they will remove the hold. You will not be able to register for classes for the following semester until ALL holds on your account have been removed.

Under “Holds,” you will find “To Do List.” This To Do List is also very important. Click on any items on this list to find out what you need to do. You may face problems in the future if you wait too long to finish everything on your To Do List.

**Holds**

A registration hold is placed on all continuing undergraduate students for the next semester. The hold is removed after you meet with your advisor or attend a group meeting, depending on the requirements of your major or college. The registration hold and any other holds, such as a financial hold, can be cleared only by the office placing the hold.

**Search For Classes**

Prior to meeting with your advisor, use Course Offerings, My Planner, and Schedule Planner to prepare a tentative schedule (or list of classes) and a list of questions. You need to have many backup classes and times in case your first choices are full.

**Enrollment Dates**

You will receive an email from the University Registrar each semester informing you that your next semester’s enrollment appointment date and time (the earliest time that you can register) is available in My OHIO Student Center. Click “details” for the time. Registration dates and times are assigned by cumulative hours earned.

**Advisor**

Contact your advisor to schedule an appointment. Be sure to check your OHIO email daily, as many majors/colleges communicate registration advising instructions this way. Click “details” to find your advisor’s contact information.

**Student Services Links - Advising Center**

Request your DARS here or a “What-If” DARS to look at other majors.
You may add classes without a teacher’s permission before the semester begins and during the first week of classes (before 5pm on Friday, 1st week). See your advisor if you are unsure of the class you want to add. Also, if you need a Class Permission Slip (e.g., if you do not meet the requirements for the class), you need to go see the instructor of the course.

If you want to drop a class, go to your OHIO Student Center and make sure to finish dropping the course. Remember that international students need to be enrolled in 12 semester hours at all times during Fall and Spring semesters. You can drop a course without it showing on your DARS through Friday of the second week of the semester.

If you want to withdraw from the University, which means to drop all the classes, you need to see your advisor in the College, or OPIE advisor. You may withdraw from the University from the first to the next to the last day of classes.

International Education Week is held in November each year. During the week, special educational events are held across campus to help students, faculty, staff, and community members learn more about the world around them.
How do I get proof that I am enrolled at Ohio University?
Go to ohio.edu/registrar/enrollcert.cfm for instructions on how to get an official letter showing that you are enrolled at Ohio University.

What if I am unable to attend classes?
You can cancel your registration for the semester by going online to My OHIO Student Center and dropping all your classes. If it is too late to drop all classes online, go to your college’s student services office for help.
If you will not be registered for classes for a semester, you must check with International Student and Faculty Services as well, because this may affect the status of your I20.
If you don’t want to drop classes, but you must be absent, contact the instructor of your class.

Is it OK to miss the first class?
No. If you miss the first class, the instructor may drop you from the class or ask you to drop the class. If the instructor asks you to drop the class and you do not drop it, you will get a grade of F in the class, which will hurt your GPA.
If you MUST miss the first class, you should contact the instructor in advance to explain your situation and ask for permission to miss the first class.

Can I take a break for a semester, and then return to the university?
Yes! If you do not study at Ohio University during a fall or spring semester, then you just need to complete the “Re-enrollment Form” in order to return to your studies.
You can find the Re-enrollment Form at ohio.edu/registrar/forms.cfm.

Can I drop a class after the class has started?
You should contact an advisor at International Student and Faculty Services if you would like to drop a class. He or she can help you make sure that your I-20 status will not be hurt if you drop a class.
HELPFUL PEOPLE AND PLACES

Academic Advancement Center (AAC)
Alden Library 101, ohio.edu/uc/aac/
The AAC provides tutoring and extra help with math, science, writing, reading, computers, and study skills.

Alden Library, Park Place, library.ohiou.edu/
At Alden Library, you can check out books, search for books and articles online, get help with writing and research, use group study rooms, and borrow a laptop.

Allen Student Advising Center
Baker 417, ohio.edu/uc/advising-center/
If you have a problem and don’t know where to go to solve it, start here! They can help you if you are having problems with your classes, and can help you find out how to solve other kinds of problems.

Campus Care
Hudson Hall, oucom.ohiou.edu/campuscare
Visit Campus Care if you are sick or hurt, or if you want to talk with a counselor.

Career and Leadership Development Center (CLDC)
Baker 533, ohio.edu/careerandleadership
The CLDC offers classes, programs, coaching, and other services to help you choose a career plan that is right for you, and gain the skills (such as interview skills) that you need in order to be successful in your future career.

Counseling and Psychological Services (CPS)
Hudson Hall, 3rd Floor, ohio.edu/counseling/
Visit CPS (part of Campus Care) to talk with a counselor. A counselor can help you adjust to your new environment and solve problems in your life. If you need to talk to someone right away and CPS is not open, call 740-593-1616 at any time of day or night and someone from CPS will help you.

Office for Diversity and Inclusion
Cutler Hall 300, ohio.edu/diversity
Visit this office to learn about programs focused on cultural diversity, or to visit the LGBT Center or Women’s Center.

International Student and Faculty Services (ISFS)
Walter International Education Center, 15 Park Place, ohio.edu/isfs
Visit ISFS for help on anything related to your passport, visa, or I20. ISFS also has programs to help you adjust to life in Athens, and can help you connect with international student organizations.

LGBT Center, Baker 354, ohio.edu/lgbt
Visit the LGBT Center for information and support about lesbian, gay, bisexual and transgender issues.

Multicultural Programs and Center
Baker 205, ohio.edu/culturalcenter
Visit the Multicultural Center for information about programs and activities that help students learn about different cultures.

Office of the University Ombudsman
Baker 501, ohio.edu/ombuds
Visit this office if you feel that you have been treated wrongly or unfairly by the university in some way. You can talk to someone about your concerns in private and get help on what to do next.

Survivor Advocacy Program (SAP)
ohio.edu/survivor, 740-597-7233 Available at all times by phone
This program can help you if someone has hurt you, someone is bothering you, or you are afraid someone may hurt you. This is especially for situations where there are problems during or after a romantic or sexual relationship.

TapRide, 740-593-4040
TapRide can give you a FREE, safe ride between different parts of the Ohio University campus between the hours of 10 pm and 2 am. These rides are not available during university breaks or holidays when there are no classes.

Student Accessibility Services
Baker 348, ohio.edu/disabilities
If you have a health problem or a disability that makes it more difficult for you to succeed at Ohio University, this office can help you. Talk with them as soon as possible to find out about the support and services they can offer you to help you be successful.

Student Review and Consultation Committee (SRCC)
Baker 345, 740-593-1800, ohio.edu/deanofstudents/reporting.cfm
Contact the SRCC if you know a student who is in danger of hurting someone else, or in danger of hurting himself or herself. The SRCC can help such a student get help, and keep others safe from him or her. If the danger happens after 5 pm, call the police department: 740-593-1911.

Women’s Center, Baker 403, ohio.edu/womenscenter
The Women’s Center gives education and support in order to help Ohio University best welcome everyone, including women.
STUDENT EMPLOYMENT

If you want to get a job while you are at Ohio University, first check with an advisor at International Student and Faculty Services to find out what kind of job your visa allows you to have.

If you get a job that your visa does not allow you to have, you will be in danger of having to stop your studies at Ohio University and return home.

If you are allowed to find an on-campus job, you can search for job opportunities at ohio.edu/hr/employment. Select the “hourly” link, then click on “hourly.”

If you want to work at the dining hall, you can apply directly to the dining hall manager.

You may also be able to find an on-campus job through Ohio University’s Program to Aid Career Exploration (PACE). More information on PACE is available at ohio.edu/financialaid/employment/emp_pace.cfm.

Never just stop attending class. Talk with your advisor. Either drop the class within the first 10 weeks or get help (see the instructor, get a tutor, attend Supplemental Instruction, etc.).
SERVICES

Coaching
- Career Coaching Drop-Ins (10 minute appointments)
- Career Coaching (30 minute appointments)
- Leadership Coaching - Develop key leadership skills

Mock Interviews
- Interview prep for jobs and internships

On-Campus Recruiting
- Bobcat CareerLink - database of jobs + internships
- Career and Internship Fairs
- Interview with employers on campus

CAREER & LEADERSHIP COURSES

The CLDC offers career and leadership courses for students in each year of college through multiple academic colleges. Are you in the College of Arts and Sciences? Consider enrolling in a learning community that features CAS 1130: Career Planning in the Liberal Arts. This class will help you discover your interests and skills, build an intentional network, and create professional tools (like a resume) that you can use right away. CAS 1130 is a two-credit class offered only during fall semester. For more information about these classes, call, email, or stop by the CLDC. Please visit our website for information about the other career courses offered.

PEPSI SCHOLARS

Pepsi Scholars is designed for first-year students to experience leadership development in a fun and engaging way. Students in Pepsi Scholars explore their strengths, are empowered to develop effective teams, impact their communities, and leave a lasting legacy on Ohio University. During Pepsi Scholars, students have the chance to experience a leadership retreat, engage in community service, and collaborate with other first year students. Applications available on www.ohio.edu/careerandleadership.

STUDENT AMBASSADORS

The CLDC Student Ambassadors are your peer leadership educators! They facilitate the Professional Leadership Series, the 21st Century Leadership Series, and Foundations. You will also find them providing resume and cover letter assistance to students during drop-in hours. The ambassadors are excited to work with you, and are working toward their mission to educate and inspire their peers to become better leaders!

FOUNDATIONS

Foundations is the perfect opportunity for first year students to advance knowledge and training in leadership development. Foundations is a six-week certificate bearing program, during which you will meet other aspiring student leaders, define your leadership style, and participate in community service opportunities.

CAREER & LEADERSHIP DEVELOPMENT CENTER
533 Baker University Center
740-593-2909

@ohiocldc

COMMUNICATING WITH PROFESSORS

When sending an email to a professor:

• Send it from your ohio.edu email address
• Include a clear Subject at the top of the email
• Begin the email, “Dear Dr. ______” or “Dear Professor ______”
• Include your name and PID at the end of the email
• Be polite and use correct English. For example, write “Could you meet with me at 2 pm tomorrow?”, NOT “can u meet w me @ 2 tmw?”.

When meeting with a professor:

• Meet with the professor during his or her office hours if possible. If you cannot meet during your professor’s office hours, politely ask to meet at another time.
• Make an appointment in advance and put it on your calendar so you won’t forget it.
• If you cannot go to the appointment, cancel it as soon as you can. Don’t let the professor sit around waiting for you.
• Prepare for the meeting by bringing specific questions.
• Arrive 5 minutes early.
• Turn off your cell phone and do not use it during the meeting.
• Thank the professor after the meeting, try to follow his or her advice, and let your professor know how things are going later on.

When in class:

• Turn off your cell phone, and only use your computer for class activities.
• Be polite to your professor and classmates.
• Read the syllabus and follow what it says.
• Arrive on time or early. If you must arrive late to class, explain the situation to the professor after class.
• If you must leave class early, explain the situation to the professor before class.
• Do not put away your books until the class is finished.
• Ask specific questions if you do not understand something.

Always remember:

• It is your responsibility to learn what you should do for each class. Always read the syllabus!
• Do not ask your professor for a higher grade! You must earn your grade through your own work.
• You advisor can help you choose courses, but it is your responsibility to decide which courses to take.
• Always check your ohio.edu email, as well as Blackboard, for information from your professors, your advisor, and Ohio University.

“My most used resources on campus are my professors, TAs, and fellow classmates. If I am not grasping a topic, I use the people around me to help me find the right path.” — Ally Kuehn
ONLINE RESOURCES

Computer Discounts
You can get a cheaper price on computers, tablets, printers, and various accessories by buying them through the Tech Depot. Visit the Tech Depot in the first floor of Baker, or go to ohio.edu/oit/techdepot for more information.

Software
Visit ohio.edu/software to download free and discounted software.

Sophos Anti-Virus
Visit ohio.edu/oit/sophos/ to download a free copy of Sophos Anti-Virus software.

Catmail Email
Check your Catmail (ohio.edu) email account every day. To learn more, visit ohio.edu/catmail/.

Blackboard
Many instructors use Blackboard to share information with their students. You should check Blackboard regularly to see what your instructors may have posted. Visit blackboard.ohio.edu to log in.

My OHIO Web Portal
This is where you can find your class schedule, grades, and account information, as well as links to Blackboard and your Catmail inbox! Just visit my.ohio.edu.

Getting Help
If you need help with anything related to computers, internet, or email at Ohio University, contact the OIT Service Desk at 740-593-1222 or ohio.edu/oitech/. You can also bring your computer to the Tech Depot (1st floor of Baker) for help or repair.
ENHANCING YOUR OHIO UNIVERSITY DEGREE

Becoming a Bobcat is about more than attending classes and earning a degree. If you are attending Ohio University with the intention of making the most out of this outstanding opportunity, here are things you can do to make your experience here truly transformative:

1. Join a Learning Community. This small group of students will help you acclimate to the Ohio University experience with others who are also finding their way and with the help of a Learning Community Leader—an upper-class student who has recently learned how to successfully make the most of their education.

2. Get involved on campus: Join a club or organization that speaks to your interests and passions. It can be related to your major (like the Ohio University Council for Teachers of Math) or just something you like to do or talk about (like play intramurals or support the environment in the Nextgen Climate Action Club).

3. Get a job on campus or in the community. Students who work 10–15 hours per week actually earn higher grades than those who are not employed! Getting a job helps students organize their time and focus their energy.

4. Volunteer with other students in an organization that makes the world a better place. There are many community service organizations that work toward specific goals. Find one in line with your passion and contribute to the world around you. Giving back to the community around you will help you see that you are an essential part of the Bobcat Family.

5. Study Abroad. Go to Walter International Center to daydream and plan during walk-in hours, available every afternoon from 1–4 pm.

6. Consider what kind of internship or practical experience would augment your classroom learning. Talk with advisors in your college or at the Career and Leadership Development Center (CLDC) to begin to work toward achieving those goals.

7. When discussing your primary academic goal—your major—with your advisor, explore what minors and certificates you could add that would make you stand out as a well educated Ohio University Bobcat.

8. Talk with your academic advisor not just about what courses you should take, but what co-curricular recommendations he/she has that would set you apart from others in your major.

“The best advice I have for incoming Bobcats is to get involved and don’t be afraid to try something new. It’s okay if you don’t end up staying with that activity. Don’t be afraid to step out of your comfort zone.”

—Paige Klatt
**Emergency Numbers**

<table>
<thead>
<tr>
<th>Emergency Numbers</th>
<th>911</th>
<th>Campus Care</th>
<th>740.593.1660</th>
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</thead>
<tbody>
<tr>
<td>Ambulance/Athens Police/Fire Dept.</td>
<td></td>
<td></td>
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<tr>
<td>Ohio University Police</td>
<td>911</td>
<td></td>
<td>740.593.1911</td>
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<tr>
<td>Campus Care</td>
<td>740.593.1660</td>
<td></td>
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<tr>
<td>Ohio University Police</td>
<td></td>
<td></td>
<td>740.593.5551</td>
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<tr>
<td>O’Bleness Hospital</td>
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**Campus Information**

<table>
<thead>
<tr>
<th>Accessibility Services</th>
<th>740.593.2620</th>
<th><a href="http://www.ohio.edu/disabilities">www.ohio.edu/disabilities</a></th>
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</thead>
<tbody>
<tr>
<td>Admissions</td>
<td>740.593.4100</td>
<td><a href="http://www.ohio.edu/admissions">www.ohio.edu/admissions</a></td>
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<tr>
<td>Athletics</td>
<td>740.593.1173</td>
<td><a href="http://www.ohio.edu/about/athletics">www.ohio.edu/about/athletics</a></td>
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<td>Bursar</td>
<td>740.593.4130</td>
<td><a href="http://www.ohio.edu/finance/bursar">www.ohio.edu/finance/bursar</a></td>
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<tr>
<td>Counseling &amp; Psychological Services</td>
<td>740.593.1616</td>
<td><a href="http://www.ohio.edu/counseling">www.ohio.edu/counseling</a></td>
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<tr>
<td>Culinary Services</td>
<td>740.593.2970</td>
<td><a href="http://www.ohio.edu/food">www.ohio.edu/food</a></td>
</tr>
<tr>
<td>Financial Aid and Scholarships</td>
<td>740.593.4141</td>
<td><a href="http://www.ohio.edu/financialaid">www.ohio.edu/financialaid</a></td>
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<tr>
<td>Institutional Equity*</td>
<td>740.593.9132</td>
<td><a href="http://www.ohio.edu/equity">www.ohio.edu/equity</a></td>
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<tr>
<td>International Student &amp; Faculty Services</td>
<td>740.593.4330</td>
<td><a href="http://www.ohio.edu/isfs">www.ohio.edu/isfs</a></td>
</tr>
<tr>
<td>Multicultural Programs</td>
<td>740.593.4027</td>
<td><a href="http://www.ohio.edu/culturalcenter">www.ohio.edu/culturalcenter</a></td>
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<tr>
<td>Diversity &amp; Inclusion</td>
<td>740.593.2431</td>
<td><a href="http://www.ohio.edu/diversity">www.ohio.edu/diversity</a></td>
</tr>
<tr>
<td>University Registrar</td>
<td>740.593.4191</td>
<td><a href="http://www.ohio.edu/registrar/">www.ohio.edu/registrar/</a></td>
</tr>
<tr>
<td>Residential Housing</td>
<td>740.593.4090</td>
<td><a href="http://www.ohio.edu/reslife">www.ohio.edu/reslife</a></td>
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<tr>
<td>TapRide</td>
<td>740.593.4040</td>
<td><a href="http://www.ohio.edu/transportation/tap-ride.cfm">www.ohio.edu/transportation/tap-ride.cfm</a></td>
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<td>Campus Life</td>
<td>740.593.4025</td>
<td><a href="http://www.ohio.edu/studentaffairs">www.ohio.edu/studentaffairs</a></td>
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<td>University Libraries</td>
<td>740.593.2699</td>
<td><a href="http://www.library.ohiou.edu">www.library.ohiou.edu</a></td>
</tr>
<tr>
<td>University Switchboard</td>
<td>740.593.1000</td>
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**Academic College Student Services Offices**

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<thead>
<tr>
<th>Arts &amp; Sciences</th>
<th>College of Fine Arts</th>
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</thead>
<tbody>
<tr>
<td>1st floor, Wilson Hall (College Green)</td>
<td>Jennings House</td>
</tr>
<tr>
<td>740.593.2845 • <a href="http://www.ohio.edu/cas/">www.ohio.edu/cas/</a></td>
<td>740.593.1808 • <a href="http://www.ohio.edu/finearts/">www.ohio.edu/finearts/</a></td>
</tr>
<tr>
<td>College of Business</td>
<td>College of Health Sciences &amp; Professions</td>
</tr>
<tr>
<td>214 Copeland Hall</td>
<td>W370 Grover Center</td>
</tr>
<tr>
<td>740.593.2000 • <a href="http://www.cob.ohiou.edu">www.cob.ohiou.edu</a></td>
<td>740.593.9336 • <a href="http://www.ohio.edu/chsp/">www.ohio.edu/chsp/</a></td>
</tr>
<tr>
<td>Scripps College of Communication</td>
<td>Honors Tutorial College</td>
</tr>
<tr>
<td>Dean’s Suite, Schoonover Center</td>
<td>35 Park Place</td>
</tr>
<tr>
<td>740.593.4883 • <a href="http://www.ohio.edu/scrippscollege/">www.ohio.edu/scrippscollege/</a></td>
<td>740.593.2723 • <a href="http://www.ohio.edu/honors/">www.ohio.edu/honors/</a></td>
</tr>
<tr>
<td>Patton College of Education</td>
<td>Center for International Studies</td>
</tr>
<tr>
<td>124 McCracken</td>
<td>1st Floor Yamada International House</td>
</tr>
<tr>
<td>740.593.4400 • <a href="http://www.ohio.edu/education/">www.ohio.edu/education/</a></td>
<td>740.593.1840 • <a href="http://www.ohio.edu/global/cis">www.ohio.edu/global/cis</a></td>
</tr>
<tr>
<td>Russ College of Engineering &amp; Technology</td>
<td>University College</td>
</tr>
<tr>
<td>155 Stocker Center</td>
<td>140 Chubb Hall</td>
</tr>
<tr>
<td>740.593.1474 • <a href="http://www.ohio.edu/engineering/">www.ohio.edu/engineering/</a></td>
<td>740.593.1935 • <a href="http://www.ohio.edu/uc/">www.ohio.edu/uc/</a></td>
</tr>
</tbody>
</table>

**Institutional Equity Statement**

It is the policy of Ohio University that there shall be no discrimination against any individual in educational or employment opportunities because of race, religion, color, sex, sexual orientation, national origin, ancestry, age, gender identity or expression, mental or physical disability, or veteran status. Ohio University is an affirmative action institution. Contact above to handle inquiries regarding nondiscrimination policies.

**Crime prevention tips, personal safety information, and more!**

[ohio.edu/police](http://ohio.edu/police)

Ohio University Police Department

[twitter.com/oupolice](http://twitter.com/oupolice)
Ask a Librarian!
we’re here for you!

chat | email | phone | stop in

Vernon R. Alden Library
www.ohio.edu/library
740-593-2699

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twitter.com/aldenlibrary
flickr.com/photos/ohiouniversitylibraries/albums
pinterest.com/aldenlibrary