



Office of Academic Advising

364 Oregon Hall

(541) 346-3211

Advising Bulletin

Week of Welcome 2013

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International Student Orientation Advising

The Office of Academic Advising will staff the International Student Orientation (ISO) program for new first-year and transfer international students on Friday, September 20, and Monday, September 23.

All international students will have completed AEIS testing, and immunization clinic visits by Friday, 9/20. Advising appointments will take place on Monday, 9/23 and all students will receive their PIN at their appointment in the department or college. *Advising appointment times are listed on page 7.*

Week of Welcome Advising

Advising and registration activities for WOW 2013 will occur on Wednesday, September 25 and Thursday, September 26. Students attend advising workshops and then meet with departmental and undeclared advisors for advising.

Advising workshops will be held at 9:30 a.m. for first-year students and at 11:15 a.m. for transfer students. During these workshops students will prepare to meet with departmental and undeclared advisors. *Students will be directed to departments at 1:30 p.m. (see list on page 7).*

Advising Schedule for WOW, Wednesday, September 25

First-Year Students

(0-35 credits or graduated from high school spring 2013)

8:30–9:00 a.m.	Check-in, Student Rec Center
9:30–11:00 a.m.	Academic Advising Workshops
11:15–12:45 p.m.	Math & Language Placement
1:30–5:00 p.m.	Major & Undeclared Advising

Transfer Students

(36+ credits & graduated high school prior to spring 2013)

10:30–11:00 a.m.	Check-in, Student Rec Center
11:15–12:45 p.m.	Academic Advising Workshops
1:30–5:00 p.m.	Major & Undeclared Advising

Academic Advising Staff

Director

Jennifer Joslin

Assistant Directors

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Terrie Minner-Engle

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Office Management

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Orientation Specialist

Amy Schnoor

Support Staff

TBA

GTFs

Katherine Prince

Marianna Prutton

Advising Hours

Appointments available

Monday, Tuesday, Thursday,

Friday, 9:00 a.m.–4:30 p.m. and

Wednesday 10:00 a.m.–4:30

p.m.

Contact Us

Phone: (541) 346-3211

Website: <http://advising.uoregon.edu>

The Advising Bulletin is published by the Office of Academic Advising. Contact Andrew Wahlstrom, editor, by phone at (541) 346-3211 or by email at awahl@uoregon.edu if you have content questions or additions for future issues.

Advisor Training Sessions on September 24

Faculty and professional advisors should attend the appropriate advisor training session(s) listed below. All sessions will take place in the Alsea-Coquille rooms of the EMU.

- 9:00–10:30 a.m. “Advising Basics” for new advisors and new advising coordinators
- 11:00–11:30 a.m. “Advising Updates and Review” for both new and continuing advisors

Advisors planning to attend one or more of the sessions should *RSVP* to Amy Schnoor at aschnoor@uoregon.edu.

Advising Students at Week of Welcome

Faculty legislation requires that all first-term students discuss their schedule with an advisor prior to registration. This ensures that students start their college career as prepared as possible. Whether this is your first Week of Welcome or you are an advising veteran, please review the following as you prepare to advise students.

1. Be prepared to meet with students.

- Identify resources that might be helpful, including the UO catalog online, Student Handbook, department websites, workshops, events, or other opportunities. Additional faculty advising resources can be found on the UO All-Campus Advising Association’s website at <http://aaa.uoregon.edu>.
- Get DuckWeb access. This is required to view student information, including transfer coursework, degree audit, test scores, and the IntroDUCKtion Advising Summary. The Advising Summary provides a concise listing of information including high school class data, high school subjects taken, UO placement test scores, and transfer credit.
- Bring a laptop computer if you will be advising Undeclared students in the EMU. This is necessary to access the class schedule and student information on DuckWeb.

2. Discuss student interests.

- Review the worksheet of possible classes that the student will have prepared prior to his or her advising meeting. This worksheet can be found on page 24 of the Student Handbook.
- Discuss the use of general education coursework to explore possible majors, minors, or other areas of interest.
- Explain that in many cases the first year schedule should incorporate exploration of majors, general education classes, Freshman Seminars, and elective coursework. Some students with very defined and structured programs, e.g. architecture, or particular double-major combinations, might limit elective courses.
- Some students may want to change their major or may be interested in a major that requires an application such as art; digital arts; product design; business administration; journalism; international studies; and planning, public policy, and management. Discuss the premajor or other admission requirements as found in UO catalog or department

websites and refer the student to the appropriate department for more information on the application process.

3. Discuss plans for fall term.

- Has the student registered for a Freshman Interest Group (FIG)? If a student is unsure of his or her FIG registration, FIG courses can be viewed on the student's schedule in text format on DuckWeb.
- Is the student eligible to take writing fall term?
- Does the student need to begin second language or math? Is the B.A. or B.S. inherent in the major or does the student have a choice? Discuss math and/or second language placement and results of placement testing, if taken.
- Is the student interested in a Freshman Seminar or a Transfer Seminar?
- Has the student earned credit from AP/IB exams or transferred credits from other sources? AP/IB and transfer credit appears on students' transfer evaluation reports on DuckWeb. Consult the Faculty Advising Manual for information on AP and IB credit. Do not recommend courses that duplicate AP/IB credit without discussing such a recommendation with the student and noting it in their file or e-record.
- Are there critical major courses to be started at once?
- Are there special interests that draw the student to particular classes or topics, regardless of major: Freshman Seminars, College Scholars (participation by application), dance, music, theater, sports, or student government?
- Discuss credit load and balance in the schedule.

4. Prepare advising form.

- List courses for fall term as well as alternative courses in case a desired course is full.
- Do not list CRNs as a desired section of a course may be full when the student registers.
- List possible courses for the next two terms. This helps students understand the role of long-term planning particularly for courses, such as math, language, science, and art studios, that are offered in a particular sequence in particular terms.
- Write important reminders, referrals, and information in the space provided for notes.
- Give students the white copy of the advising form. This is important as the registration PIN is printed on the label on this copy.

5. Refer students to the EMU computer lab to register on *Thursday*.

- Registration for students advised at WOW begins on Thursday, September 26 at 8:00 a.m. Refer to registration start times listed on the next page.
- Staff from Academic Advising and the Office of the Registrar will be in the computer lab to assist with registration.
- Advise students to be flexible. Some courses will be full as most students have already registered.

News from the UO All-Campus Advising Association



Fall Events:

- **End of Summer Potluck Social:** Wednesday, September 18, 12:00-2:00 p.m. Many Nations Longhouse. All advisors (faculty, staff, and graduate students) welcome. Bring a food item or a non-alcoholic beverage to share.
- **Professional Development Sessions:** The ACAA Professional Development committee is pleased to share the results of our survey asking for feedback on workshops and training topics. We will be drawing from your highest ranked suggestions for future programming from Money Matters, Motivational Interviewing, Cultural Differences in Advising, Retention and Student Progress, and Crucial Conversations. We're also using one of your ideas to spotlight a new campus unit at each of our regular meetings. Stay tuned for session dates and times.

Advising Mentoring:

- Interested in participating in an advising mentoring program? Contact Christi Boyter cboyter@uoregon.edu or Rick Troxel rtroxel@uoregon.edu, on the New Advisor Mentorship Committee for information.

Stay Connected!

- Join the ACAA list serve for reminders, announcements, and advising related news on campus at <https://lists-test.uoregon.edu/mailman/listinfo/uoadv>.
- ACAA website <http://aca.uoregon.edu>

WOW Registration Start Times

WOW students will register for fall classes on Thursday, September 26, based on the following schedule:

Last 3 Digits of UO ID	Registration Time
Transfer Students	
000-138	8:00 a.m.
139-293	8:30 a.m.
294-443	9:00 a.m.
444-568	9:30 a.m.
569-746	10:00 a.m.
747-892	10:30 a.m.
893-998	11:00 a.m.
New First-Year Students	
000-140	11:30 a.m.
141-280	12:00 noon
281-433	12:30 p.m.
434-583	1:00 p.m.
584-725	1:30 p.m.
726-851	2:00 p.m.
852-998	2:30 p.m.

AEIS Placement for International Students

Non-native English speakers will take the Academic English for International Students (AEIS) placement tests as a part of International Student Orientation. Testing takes place on Thursday, September 19th, from 8:15 a.m.– 6:00 p.m. in the EMU Computer Lab.

Students will know which AEIS classes they need to take before they meet with academic advisors on Monday, September 23. For students who miss the September 19th test date, make-up AEIS Placement Tests will be offered. Please refer such students to the AEIS Advising

Office, located in 7 Pacific Hall for dates and times of AEIS make-up tests.

First-Year Programs

Freshman Interest Groups (FIGs)

Currently, there are a few spaces available in FIGs. Many students who come for WOW advising registered for a FIG in spring or summer, so they will already be partially registered for their fall classes. Encourage those students to keep their FIG, since spaces in classes are limited. If a student has a question, please have him or her contact First-Year Programs at (541) 346-1079 or (541) 346-1241. For a complete list of FIGs, refer to <http://fyp.uoregon.edu/files/2013/04/The-Big-FIG-Book-for-fall-2013-206s23j.pdf>.

Freshman Seminars

Freshman Seminars offer a gateway to majors, where first-years explore unique and engaging topics. Freshmen work closely with faculty to hone critical thinking, writing, and communication skills. Each seminar is a small, discussion-based learning environment, with enrollment limited to 23 students. Freshman Seminars are offered each term for three or four elective credits.

Students sign up for Freshman Seminars on DuckWeb. All remaining spaces and wait-lists for Freshman Seminars will open at 8:00 am on Friday, September 27. If seminars are full during Week of Welcome, please encourage students to check Duckweb for open spaces during Weeks 1 and 2.

Students are eligible to take a Freshman Seminar if they: 1) are in their first year of undergraduate study; and 2) graduated from high school in spring 2012 or spring 2013. First-year students who have already earned “sophomore” status in DuckWeb due to AP/IB credits are still eligible. Refer these students to the First-Year Programs table in the EMU Ballroom lobby to register. Visit <http://fyp.uoregon.edu/freshman-seminars/freshman-seminars-for-2013-14/> for seminar descriptions.

Math and Second Language Placements for Week of Welcome

Wednesday, September 25, 2013

Math Placement: McKenzie Hall, Main Lobby, 11:15 a.m.–12:45 p.m. Students and advisors will be able to check the placement score on DuckWeb later in the day.

Second Language Placement: EMU Computer Lab, 11:15 a.m.–12:45 p.m. (French, German, Spanish). Students will receive placement immediately. Students needing to take both the math and a language placement exam should take the math placement first and when finished come to the EMU Computer Lab for the language placement.

Thursday, September 26, and Friday, September 27, 2013

Placement testing for mathematics and second languages (Chinese, French, German, Japanese, and Spanish) will be available on Thursday, September 26 and Friday, September 27, 9:00 a.m. – 3:00 p.m. at the Testing Office, Room 270, University Health, Counseling, and Testing Center. Students who need to take a placement on Thursday or Friday should sign-up for a testing appointment on the Testing Center’s website, <http://testing.uoregon.edu/>.

Transfer Seminars

Transfer Seminars give transfer students an introduction to a specific major and opportunities offered at UO. Benefits include weekly meetings with a faculty mentor and a purposeful introduction to campus resources such as advising, the library, and career services. Some transfer seminars are connected with a course that meets specific major or pre-major requirements.

Fall 2013 Transfer Seminars

- **Business Transfer Seminar, BA 399** One section will be offered fall term: Thursdays from 9:00–9:50 a.m. Refer students to advisors in the Lundquist College of Business to register.
- **Journalism Transfer Seminar, J 399** Three sections will be offered fall term: Tuesdays and Thursdays, 9:00-9:50 a.m., 10:00-10:50 a.m. and 11:00-11:50 a.m. The seminars run for the first five weeks of the term, September 30 to November 1. Students must also register for J 100 Media Professions and J 101 Grammar for Communicators. Refer students to advisors in the School of Journalism and Communication to register.
- **Natural Sciences Transfer Seminar, PHYS 399** A one-credit seminar to help incoming science students plug into research opportunities and connect with others in their major. Recommended for students of physics, chemistry, geosciences, and life sciences. Students register on DuckWeb.

Cinema Studies Curriculum Changes

Beginning fall of 2013 Cinema Studies has made several changes to the curriculum. All new students must take a minimum of two “CINE” prefix courses as part of their 6 total required core courses in the major. As a relatively new and interdisciplinary program, we are also offering many new courses not yet on our curriculum flyer. Please encourage students interested in cinema classes to check our website at <http://cinema.uoregon.edu/term-course-list> for the most up to date listing of classes for each term.

Science Literacy Program Fall Courses

The University of Oregon Science Literacy Program (UO SLP) supports General Education courses especially designed for non-science majors. The courses are designed to appeal to a diversity of learning styles with a focus on active learning and science literacy. The program also offers teaching opportunities and stipends for science majors who are interested in science education.

Dept/Course	Course Title
ASTR 121	The Solar System >3 (MW 4:00-5:20 section)
CH 111	Intro to Chemical Principles > 3
J 463	Topic: Reporting Science
PHYS 152	Physics of Sound and Music >3
PHYS 156M	Scientific Revolutions >3

More information is available at <http://scilit.uoregon.edu>.

Fall Workshops for Students

Learn about National Student Exchange

- Wednesday, October 16, 4:00 PM 360 Oregon Hall
- Monday, November 25, 4:00 PM 360 Oregon Hall

Preparing for a Nursing Degree

- Wednesday, October 23, 4:00 PM 360 TLC Lab

Preparing for Law School

- Monday, October 21, 4:00 PM EMU Ben Linder Room

Choosing a Major

- Monday, October 28, 4:00 PM 360 Oregon Hall

Getting Ready for the MCAT

- Wednesday, October 30, 4:00 PM Location TBA

Law School Fair

- Monday, November 11, 10:00 AM–2:00 PM EMU Ballroom

BA 199: Opportunity for Prospective Business Administration Majors

BA 199: Maximizing Your Business Education is a one-credit, pass/no pass only course that will provide useful tools and information to any student interested in a Business Administration or Accounting major. The course will cover the following areas:

- The value of a liberal arts-based business education
- Advising tips and creation of a two-year schedule plan
- Review of the requirements for admission to the College of Business
- Resources to help you succeed within the UO and business school
- Study abroad opportunities
- Understanding of the majors, concentrations, and upper division course options
- Opportunity to collaborate with other students interested in business

New Media Studies Minor; Upcoming Changes to Journalism Curriculum

The Communication Studies minor is being phased out and replaced by the Media Studies minor starting fall 2013. The minor requires 24 credits and requires that all classes be passed with at least a C. Students with a major in the SOJC are not eligible for the minor. More information and course options can be found at <http://journalism.uoregon.edu/minor>.

Please note effective fall 2013, significant curriculum changes will be made to the journalism academic requirements. Students declaring pre-journalism starting fall 2013 and beyond will be impacted. Please encourage all students to consult with SOJC Student Services in 134 Allen Hall for specifics regarding how these changes will affect their academic plans.

Service-Learning Program Courses Open to All UO Students

The thoughtful and reflective combination of classroom learning and community volunteer work results in service-learning experiences that benefit students from all majors and at all stages of their University of Oregon careers.

The Service-Learning Program supports students who are new to the Eugene community in finding a place to volunteer, and also students who are already volunteering and want to take their work to a new level. The program offers a wide array of courses to any student who is interested in getting involved in the community. Fall 2013 course offerings include:

- **FHS 407 Seminar: Service-Learning Theory and Practice (2 credits)** allows students from any major, or undecided students, to bring their passions and academic learning together. There are options to focus on issues from poverty and food insecurity, human rights, health, education, and environmental issues. Students must also register for FHS 409 Practicum: Service Learning Theory.
- **FHS 407 Seminar: Global Citizenship (2 credits)** supports students as they prepare for service work around the world...or down the street. The course allows students to examine their own identities, assumptions and motivations for engaging in service work, increase awareness of how their actions affect both local and global systems. Students who participate in this class are able to navigate the complexities of aware and engaged citizenship in our changing world. Students enrolled in this seminar can optionally register for FHS 409 Practicum: Global Citizenship.
- **FHS 407 Seminar: Early Childhood Services (2 credits)** examines theory and best practices behind early childhood development and family support, and examines the social and political climate that impacts our community's delivery of services to children. This class is a must for anyone interested in working with children, whether as a career or simply as a fun way to make a positive impact in the lives of children. Students must also register for FHS 409 Practicum: Early Childhood Services.
- **FHS 409 The Schoolhouse Garden (4 credits)** students learn hands-on about community efforts to alleviate hunger, organic and sustainable gardening practices, and cooking and nutrition. Working alongside kindergartners through fifth graders at Edison Elementary School on a joint service-learning project gives our students a unique look at a community problem—and some of its solutions.

- **FHS 407 Seminar: K-12 Education (2 credits) or FHS 407 Seminar: Human Services (2 credits)** are highly recommended for students who are exploring the possibility of a major in Education Foundations or Family and Human Services, but anyone can take them and will have an amazing learning experience. Students must also register for the corresponding FHS 409 Practicum.

Students register for seminars and practica on DuckWeb. For more information refer to <http://service-learning.uoregon.edu> or contact Deanna Chappell Belcher at deannacb@uoregon.edu.

Spanish Heritage Language Updates

The curriculum of the Spanish Heritage Language (SHL) program is designed for students who grew up speaking Spanish with their family and/or community but who have received the majority of their formal education in a language other than Spanish.

- **Spanish 218 Latino Heritage I & Spanish 228 Latino Heritage II** are intermediate Spanish courses designed specifically for Heritage learners of Spanish. Heritage learners are students who grew up speaking Spanish with their family and/or community but who have received the majority of their formal education in a language other than Spanish. These classes allow students to explore important cultural production from the Spanish-speaking world, with a focus on Latino culture in the U.S., while building their communicative skills in Spanish. SPAN 218 fulfills the Arts and Letters (Group 1) requirement, as well as the American Cultures (AC) multicultural requirement. SPAN 228 also fulfills Arts and Letters (Group 1) requirement or the second language requirement for the B.A. The courses cannot be combined with SPAN 201, 202, 203 for more than 15 credits of second-year Spanish.
- **SPAN 308 Bilingual Communities** is an upper division course that is open to all 300-level students of Spanish. It is designed to meet the needs of Heritage learners, but is open to all students interested in the content. This course includes topics such as bilingualism and the social and linguistic dynamics of communities in which Spanish is in contact with another language, such as the United States. SPAN 308 serves as an introduction to the Spanish major and minor, and it satisfies the Social Science (Group 2) requirement and the Identity, Pluralism, and Tolerance (IP) multicultural requirement.

Students interested in SPAN 218, 228, or 308 should take the Spanish placement test offered by the Testing Center. Heritage speakers should additionally contact the Spanish Heritage Program Advisor at herencia@uoregon.edu for a heritage placement interview.

Advising Locations for Monday, September 23 and Wednesday, September 25, 2013

Students will go to the locations and times listed below for advising on September 23 and on September 25.

Contact Amy Schnoor at (541) 346-1083 with questions or updates to the information below.

Department	Time & Location for Monday 9/23	Time & Location for Wednesday 9/25
Anthropology	2:00 PM 373 Condon	1:30 PM 373 Condon
Architecture/Interior Architecture	Thursday, 9/26 8:30 AM 206 Lawrence	Thursday, 9/26 8:30 AM 206 Lawrence
Art/Digital Arts	9:00 AM 198 Lawrence	1:30 PM 198 Lawrence
Art History	12:00 PM 237 Lawrence	1:30 PM 237 Lawrence
Asian Studies	9:00 AM 216 PLC	1:30 PM 216 PLC
Business Administration	8:30 AM 285 Lillis (exchange); 9:00, 11:00 AM 282 Lillis	1:30 PM (transfer); 3:00 PM (first-year) 282 Lillis
Biology/Marine Biology	1:00 PM 100 Willamette	1:30 PM 110 Willamette
Communication Disorders & Sciences	1:00 PM 252 HEDCO	1:30 PM HEDCO 252
Chemistry/Biochemistry	9:00 AM 175 Onyx Bridge	1:30 PM 175 Onyx Bridge
Chinese	11:00 AM 402 Friendly	1:30 PM 402 Friendly
Cinema Studies	9:00 AM 261 Knight Library	1:30 PM 261 Knight Library
Computer & Information Science	1:30 PM 100 Deschutes	1:30 PM 100 Deschutes
Classics	355 Susan Campbell	1:30 PM 355 Susan Campbell
Comparative Literature	313C Villard	1:30 PM 313C Villard
Dance	11:00 AM 167 Gerlinger Annex	1:30 PM 167 Gerlinger Annex
Economics	10:00 AM EMU Alsea River Room	1:30 PM 405 PLC
Educational Foundations/Pre-Ed	9:00 AM 124 Lokey Ed Bldg	1:30 PM 124 Lokey Ed Bldg
English	11:30 AM 118 PLC	1:30 PM 118 PLC
Environmental Studies/Science	1:00 PM 144 Columbia	1:30 PM 144 Columbia
Ethnic Studies	12:00 PM 218 Alder Bldg	1:30 PM 218 Alder Bldg
Family and Human Services	10:00 AM 373 HEDCO	1:30 PM 372 HEDCO
Geography	9:00 AM 107H Condon	1:30 PM 107H Condon
Geological Sciences	1:00 PM 225D Cascade	1:30 PM 100 Cascade
German	12:00 PM 409 Friendly	1:30 PM 409 Friendly
General Science	10:00 AM 149 Willamette	1:30 PM 149 Willamette
General Social Sciences	9:00 AM 305 McKenzie	1:30 PM 305 McKenzie
History	11:00 AM 355 McKenzie	1:30 PM 355 McKenzie
Human Physiology	10:00 AM 122 Esslinger	1:30 PM 122 Esslinger
Humanities	1:00 PM 335 Susan Campbell	1:30 PM 335 Susan Campbell
Journalism	9:00 (exchange), 10:30 AM EMU Maple Room	1:30 PM, 3:00 PM (transfer); 9/26 9:00 AM (first-year) 211 Allen
Japanese	413 Friendly	1:30 PM 413 Friendly
Landscape Architecture	230 Lawrence	1:30 PM 230 Lawrence
Linguistics	2:00 PM 220B Agate	1:30 PM 220B Agate
Mathematics	9:30 AM 107 Deady	1:30 PM 107 Deady
Materials and Product Studies	Monday 9/30 12:00 PM 277 Lawrence	1:30 PM 277 Lawrence
Music	11:00 AM 150 Frohnmayer Music	1:30 PM Beall Concert Hall
Pre-Engineering	10:00 AM 145 Willamette	1:30 PM 145 Willamette
Philosophy	247 PLC	1:30 PM 905 PLC
Physics	10:00 AM 145 Willamette	1:30 PM 145 Willamette
Planning, Public Policy & Mgmt	10:30 AM 105 Hendricks	1:30 PM 102 Hendricks
Political Science	11:00 AM 913 PLC	1:30 PM 913 PLC
Psychology	11:00 AM 1715 Franklin Blvd, Room 164	1:30 PM 1715 Franklin Blvd, Room 164
Religious Studies	1:00 PM 333 PLC	1:30 PM 333 PLC
Romance Languages (FR/ITAL/SPAN)	11:30 AM 213 Friendly	1:30 PM 213 Friendly
Sociology	10:00 AM 705 PLC	1:30 PM 705 PLC
Theater Arts	9:00 AM 216 Villard	1:30 PM 216 Villard
Undeclared	Begins 9:00 AM EMU Ballroom	Begins 1:30 PM EMU Ballroom
Women's and Gender Studies	10:00 AM 315 Hendricks	1:30 PM 315 Hendricks

Advising Quick Reference

English Composition Placement		
SAT-Critical Reading	ACT-English	Placement
710 or above	32 or above	WR 122 or 123
480-700	19-31	WR 121
200-470	13-18	WR 121 designated section (optional)
WR 121 Priority Registration for First-Year Students		
Last Name	Term for WR 121	
A-G	Fall	
H-O	Winter	
P-Z	Spring	
Alpha priority does not apply for the designated sections of WR 121.		

Math Placement		
SAT-Math	ACT-Math	Placement
550 or above	25 or above	MATH 105, 111
470-540	21-24	MATH 095
460 or below	20 or below	MATH 070

Which Math Placement Should Students Take?
There are two options for math placement:
1. Students whose SAT/ACT-Math score places them into MATH 070 or MATH 095 and who believe their SAT/ACT-Math score underestimates their math abilities, should take the <i>Standard Math Placement</i> to demonstrate readiness for MATH 111, 105, or higher.
2. Students whose SAT/ACT-Math score provides an initial placement into MATH 105 or Math 111 but believe their math skills are at a higher level and would like to register above MATH 105/111 should take the <i>Advanced Math Placement</i> for a higher level of placement.
Students who have college-level math credit are permitted to register for the next appropriate course as indicated in "Prerequisites for Mathematics Courses" on page 12 of the Student Handbook. They do <i>not</i> need to take a math placement.

Second Language Placement		
Language	Previous Study	Recommendation
Beginning a New Language	No previous study of language	Register for 101
Chinese and Japanese	Any previous study	Take placement test and oral interview with department
French, German, Spanish	2-3 years of high school study	Take placement test
	4 or more years of study before college	Take placement test or consult with department
All Other Languages	Any previous study	Consult with department
Students who have earned college-level credit for a second language may continue to the next course in the sequence. Students who are uncertain about their level should take a placement test or consult with the department.		

Advising Appointment Checklist
<ul style="list-style-type: none"> • Is the student in a Freshman Interest Group (FIG)? • Does the student have AP, IB, or other college credit that does not appear on his or her transfer evaluation report? If so remind the student to send score reports or official transcripts to the Registrar's Office. • Is the student in the Clark Honors College or College Scholars Program? • Does the student have a second language admission deficiency? • Has the student been admitted on academic probation? • Did the student take a placement in math, second language, or AEIS?