

*Dear First-year Students!*

*Congratulations! You are a quarter of the way through your first semester. By now you should have your class schedules memorized, your syllabi read, and be able to recite your AU ID number by heart.*

*As you settle into your fall classes and begin to prepare for the months ahead, here are some actions Advisors recommend all first years do to remain successful:*

- **Bookmark the Academic Calendar**  
[http://www1.american.edu/american/registrar/calendar\\_index.htm](http://www1.american.edu/american/registrar/calendar_index.htm)
  - Oct. 23<sup>rd</sup> Last day to drop with a “W” grade
  - Go to the Registrar’s site for your registration date  
<http://www.american.edu/american/registrar/>Keeping track of important enrollment dates and deadlines will allow you to plan ahead for the upcoming semester and maintain an accurate academic plan.
- **Visit the Office of Student Activities** [Location: MGC 271, Ph: 202-885-3390] to get involved on campus. Don’t be afraid to seek out leadership opportunities as a club officer or event manager.
- **Take advantage of the free workshops offered by the Academic Support Center**  
[Location: MGC 243, Ph: 202-855-3360]
  - Tutoring
  - Time Management
  - Managing Stress
  - Study Skills
  - Citing course work
- **Use the University’s Writing Center for all major writing assignments**  
[Location: Battelle 228, Ph: 202-885-2991]
  - Even the best writers rely on their peers for input and ways to make good writing, great works of literature.
- **Use your first graded assignment as an indication of how you’re doing in classes.** Don’t wait until the second exam to seek help with understanding the course content. **If you haven’t had any graded assignments** yet go to the professor’s office hours and ask for feedback on your performance so far.
- **Schedule an appointment with a Career Center Advisor** (Kogod majors meet with KSB Career Advisors) to discuss career options and plan for your future.
- **Prepare to meet with your Academic Advisor this semester:**
  - Learn about your requirements:
    - Obtain a copy of the course catalog from the **Registrar’s Office**
    - Become familiar with the University’s Academic Regulations
    - Tab your school’s degree program and become familiar with your requirements.
    - If you are undecided, tab all majors of interest and refer to the course descriptions (in the back) to gain more insight about the subject matter.
    - Tab the General Education Program (page 70). Familiarize yourself with the General Education rules.
- **Schedule an appointment to meet with your Academic Advisor before registering for classes**  
BRING...
  - A list of the courses you are considering taking for the springSHARE . . .
  - The reasons you want to take the courses you are considering
  - Academic Successes
  - Academic or Personal Concerns (We can help you find solutions!)
  - Ideas or questions concerning your future plans and interestsINQUIRE ABOUT. . .
  - **Freshman Forgiveness**
  - How to get cleared to register for classes
  - How to construct a personal course plan