

American
University

Registration Information

Walk-in Advising— During the drop/add period from Monday, January 12— Monday, January 26 we will offer walk-in advising Monday through Friday from 2-4 for SOC students. Students will meet with the first available advisor. If questions will take longer than 10 minutes, please schedule a full length meeting with your advisor at domino.american.edu/AU/SOC/SOCUGrad.nsf

Wait-list — Because AU no longer issues Blue Cards, it is your responsibility to add yourself to the automated waitlist system for a class and to check your e-mail for status updates. It is your responsibility to register and to check the wait-list. Professors are NOT able to add you to the class. You must use the wait-list process if you want to add a class.

Attending a class if you are not registered — If you are not registered for a course by January 26 (the last day to add/drop), you should not be attending. Faculty members have been advised to direct you to your Academic Advisor for guidance. — www.american.edu/american/registrar/calendar08_09.htm



The AsSOCIate

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Important Dates & Deadlines

January 12 Spring classes begin; Late registration fee begins; Students begin submitting applications for spring graduation

January 19 Martin Luther King, Jr. Day; no classes, university offices closed

January 20 Inauguration Day; no classes, university offices closed

January 26 Last day to add a spring course or change a grade option; Last day to drop a spring course for a 100% refund and without a "W" recorded

February 2 Last day to drop a spring course for a 50% refund with a "W" recorded; Last day to add an internship or Cooperative Education Field Experience

February 9 Last day to drop a spring course for a 25% refund with a "W" recorded (no refunds after this date); Last day to add an independent reading course or study project

March 6 Last day to drop a spring class (mid-term) - no refund and with a "W" recorded

March 8–15 Spring break; no classes, university offices open Monday through Friday

March 30 Summer 2009 registration (with payment) and Fall 2009 advance registration (with billing) begins

April 28 Spring classes end

April 29 Spring study day; no classes

April 30–May 6 Spring final examinations

May 9 Commencement Ceremonies - School of Communication 1:00 p.m. in Bender Arena

View the full academic calendar at

http://www.american.edu/american/registrar/calendar08_09.htm

Internships

SOC students are eligible to receive academic credit for one internship after completing the required prerequisite coursework.

Internship requirements include the completion of at least 180 hours of work with an approved company, successful completion of class assignments, and attendance at 4 scheduled class meetings.

Students taking COMM-491 cannot register for the intern-

ship course on-line, you must complete paper registration. An information sheet that explains how to complete the internship registration process is available in Room 300. Internship opportunities are displayed on a bulletin board outside of Room 300 and on the AU Career Center Website.

For additional information please contact Ashley Ackerley at Ackerley@american.edu.

The deadline to register for an internship is **February 2**.

Did you know that the Career Center offers different workshops, seminars, resume critiques, and walk-in hours throughout the semester? Visit American.edu/careercenter for more information.

**SOC Undergraduate
Advising Office
Contact Information**

MGC Room 300

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Curriculum & Undergraduate
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Assistant
Main Office: (202)885-2061

To learn more about our
faculty and staff, check out
our Web biographies on
the SOC website
soc.american.edu

Remember, your academic
advisor is available year
round, not just during
registration. Thinking
about study abroad, want
to plan out your next few
semesters, need to declare
your major or want guidance
on a minor? Come in
during our slower times to
chat. Weekly walk-in
hours will be posted in
Room 300. Walk-in meet-
ings are for brief ques-
tions.

Did You Know?

SENIORS - Are you planning to graduate this semester?

You may apply for graduation during your last semester of study. The application is available under the 'Academics' section of the AU portal. You may also review your degree audit report for your major and minor/second major requirements via the AU portal under 'Academics' then 'View Degree Audit Report (DARS)' For more information about Commencement check out the following Web site:
<http://www.american.edu/commencement/>



Do you check your AU e-mail account as frequently as your check Facebook, MySpace, Twitter, etc.? You should!

If a seat becomes available in a class you are on the waitlist for, you will be notified via your American University e-mail account. After you receive the e-mail you must be registered for the class by the specified time period in the e-mail generated by the system (typically within a 24-hour period). Read more about the Waitlist System at <http://www.american.edu/american/registrar/registration/waitlist.html>

ADDITIONALLY - Did you know you can view your position on each WAITLIST?

In the AU portal, go to 'Academics', then 'My Waitlisted Sections'. From there you can see a list all of the sections for which you are on the waitlist as well as your position on each waitlist. This may help you gauge the possibility of enrolling in the classes before the spring drop/add period ends on January 26!

Need freshman forgiveness?

Academic Regulation 25.10.06: A freshman student who, during the first two semesters of full-time undergraduate study, receives a grade (or grades) of F or X may repeat the course (or courses) at American University within the calendar year thereafter (i.e., next two regular semesters). No grade shall be removed from the transcript, but when such a course is repeated, only the grade earned the second time the course is taken shall be used in computation of the cumulative average). ***If you violated the Academic Integrity Code in a course or if you entered the University as a transfer student, you are not eligible for Freshman Forgiveness.**

After you successfully complete the repeated freshman course within the regulation period, please see your Academic Advisor for a Freshman Forgiveness form. It is your responsibility to remember to apply for Freshman Forgiveness with your Academic Advisor.

If you have **ANY** questions about Freshman Forgiveness or if you are curious about your eligibility

DARS? WHO? WHAT? WHERE?

What is the degree audit report (DARS)?

A tool that can assist you with short-term and long-term academic planning.

A tool that you can use to review degree requirements (major, minor, University, General Education, etc.)

A comprehensive audit of credits/classes in progress and completed (including AP, CE, TR, etc.)

Where can I find my DARS?

The AU portal - go to 'Academics' and then 'View Degree Audit Report (DARS)'.

Just A Reminder

- Juniors with a 3.5 GPA are eligible to apply for automatic admission to the combined BA/MA program in the SOC. For more information, schedule an appointment with your academic advisor.
- Students who complete both of their college writing courses outside AU must take the English Competency Exam before they graduate. Exam dates are listed on the student calendar
- Upper level communication courses (300-500 level) can be taken only with a cumulative GPA of 2.5. Communication courses must be taken for a grade (A-F) to count towards your major or minor.