GUIDELINES FOR PREREGISTRATION

Seniors

If you are a senior scheduled to graduate at the end of next term and have not yet declared the major, please contact me immediately so I can make certain that everything is in order for your scheduled graduation!

Juniors

If you have not yet taken the lab course for declaring the major, then that should be your **absolute top priority** because the dean will block your fall registration if you are not declared!

Are you seeing somebody else???

We have had a handful of cases where students “have been told by another advisor” that a certain course could be used as an elective, that a course could be counted twice, that the GPA did not matter, etc. Your best advice for the psychology major or minor comes directly from the Psychology Advising Office; second best is Degree Navigator (which might occasionally fail to pick up something but to my knowledge has **never** misled a student by claiming something was complete when it was not); advisors from other departments run a distant third no matter how well-intentioned they might seem.

Special Permission #s & Waiting Lists

Requests for special permission numbers **will not be considered until your window for preregistration has opened**. Students with 90+ credits earned will be given first priority. In general, there will be no SP#s given except for seniors. Please do not hassle our staff in the undergraduate psychology offices-- when our courses are filled, they are filled and your best strategy is to work out a way to get into an alternate course before other students have filled it as well.

If you have a legitimate scheduling problem, please do not request a single course section-- send me **all possible solutions** to your problem and I am much more likely to be able to help.

Lab Courses

Completion of a lab course is required for Declaration of the Major. Once you have completed *General Psychology* and *Quantitative Methods* (or equivalent) you should do everything possible to arrange your schedule for completion of your lab course requirement in the following semester. With the exception of the 4-credit 830:323, all labs require the associated lecture course as a pre- or co-requisite. We offer as many lab sections as possible given our limited
resources, but we still find that many of the sections fill early. **Do NOT wait for your "favorite lab" or you may find yourself spending an extra semester or two beyond your expected graduation date!!**

With the exception of 830:314 *Physiological Psychology Lab*, all special requests for labs are handled via email to **advisor@psych.rutgers.edu**

Degree Navigator now lists all of the lecture/lab combinations. By default, it lists the first lecture course that the program encounters, but of course, you may complete this requirement via **any** of the lecture lab combinations.

### 400-level Courses

All of our 400-level courses are designated for **Majors Only**. If you have not yet completed the requirements for declaration of the major (General Psychology, Quantitative Methods, and a lab course), you will be at a serious disadvantage because you will not be able to enroll via WebReg and the 400-level course that you wish to take may fill while you are requesting a prerequisite override. Requests for prerequisite overrides should be sent (along with specific course information) to **advisor@psych.rutgers.edu**

### Student Conduct

Academic integrity is not just cheating on an exam! We have learned that there is a growing problem of upper-level students signing up for courses (especially labs) to "save" the seat for lower-level students. This has always been a sleazy practice, but now we have safeguards to prevent most instances of this *AND* capabilities to detect when it is attempted. If we see evidence of this we will bring up **both students** on charges of violating the Student Conduct Code of the School of Arts and Sciences. One of the several triggers for suspicion is enrollment in a second lab course and then dropping it. If you really wish to take a second lab course, please contact me ahead of time so I will be aware of your intentions.

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