

FALL NOTICE FOR SOPHOMORES

To get off to a good start this semester, here are a few reminders:

Please continue to meet with the faculty advisor or special program advisor assigned to you in your first year for questions regarding course selection or registration. Your advisor may have teaching and research responsibilities in addition to advising duties, so please check the advisor's office hours before you visit. If you do not have your advisor's name and contact information, please e-mail Ms. Nancy Cahill at chick@rci.rutgers.edu. You can meet with your class year Dean for questions regarding your distribution or proficiency requirements.

Sophomores should continue to complete college distribution requirements as well as explore majors; you are expected to declare a major by the end of March 2004. Please refer to the Rutgers University catalog to determine the requirements for the major or check the department's web page:

(<http://www.rutgers.edu/Departments/AcademicServers.shtml>). You can also contact your class year Dean for a referral to a faculty member in the department in which you wish to major. Career Services provides the resources and strategies to help you choose a major, find internships, and much more; be sure to utilize this resource (<http://careerservices.rutgers.edu/>). For further information on declaring a major check this URL:

http://www.douglass.rutgers.edu/c2_acad_for_curr.html

To determine if you have done everything necessary to get yourself on the right track. . .

- Check your e-mail (eden account) and DPO on a regular basis.
- Are you carrying sufficient credits? By the end of this term you should have about 45 credits to be on schedule for graduation.
- Have you registered for courses to complete your degree distribution requirements?
- Have you satisfied the English, Math, and Language proficiency requirements?
- Review your transcript to see if you have repeated a course in which you received a "D." If so, did you file a "D" form? If not, please stop by 104 College Hall to do so. **Remember that you will receive credit only once when you repeat a "D."**
- If you retook a course that you previously failed, did you file a repeat form? If not, please stop by 104 College Hall to do so.
- Make certain that you have not taken/are not taking a course for which you already have transfer credit. **You will receive credit only once for a given course.**
- If you are on academic probation please follow the instructions contained in the letter you received from the Student Academic Affairs Committee.
- Information on declaring your major will be sent to your DPO in March 2004