READY, SET, REGISTER!
FALL 2017

IMPORTANT DATES:
• Spring Mandatory Pre-Registration Advising: March 27 - April 7, 2017
• Early Registration for Fall: April 10-19, 2017
• Registration Limited to 17 Units Until Saturday, July 1, 2017 at 12:00AM, When It Will Raise To 19 Units
• Instruction Begins Monday, August 21, 2017

NEW!
Unit Cap Increase Now Earlier For Fall ‘17:
• As a result of a successful trial last fall during the Spring ’17 registration period, students will again be able to register for additional units earlier this summer.
• During early registration (April 10 - June 30, 2017) students will be able to register for up to 17 units. Beginning July 1, 2017, students will be able to register for up to 19 units (rather than wait until the weekend before classes begin.)
• Students who wish to register above 19 units will continue to submit the “Petition to Raise the Unit Cap” available from their department or major advisor. For the Fall ’17 semester, approved petitions/units may be added by the department beginning August 21, 2017.

ADD/DROP DEADLINE:
The add/drop deadline now takes place at the END OF THE 2RD WEEK OF CLASSES.
Monday, September 4 at 11:59pm, deadline:
• Last day to ADD courses by 11:59 p.m.
• Last day to DROP courses without approval of serious & compelling reason by 11:59 p.m.
• After this date, a $20.00 per class fee is required and a “W” grade will be recorded.
• Also, last day to drop to a lower fee level & receive a refund of fees, less a $27.00 administrative charge. Drops after this date can no longer be completed through the Student Center.

New Course Options:
These courses meet Upper Division GE, Area D:
ESM 302. Biodiversity on Earth (3). State of biodiversity around the world and forces that affect it. Origins of this diversity, advantages of variability in the environment for human life, and contemporary challenges to diversity. [GE.]
ESM 303. Applied Natural History & Ecology (4). Biotic communities of the north coast of California and the identification, ecology and life history of the organisms living there. Includes basic principles of ecology, field techniques for studying organisms in the wild, and methods of collecting and recording field data. [Prereq: ESM 105, STAT 108 or STAT 109; BIOL 105 or BOT 105; ESM 230 (C); environmental science & management majors; junior standing or greater. [GE.]
TAKE THESE STEPS TO PREPARE FOR REGISTRATION:

New! Check out a handy goal-setting tool to help you organize your academic, personal and professional life for next semester. My Semester Planner is available under Tips at www.humboldt.edu/acac.

Check Student Center to find your enrollment appointment (when you can register), advisor name, and holds.

1. Log in to Student Center: www.humboldt.edu > myHumboldt > Student Center

2. All continuing students will have an advising hold on Student Center. You are required to meet with your advisor before your advising hold will be released, so plan to meet before your enrollment date if you wish to register on time. The Office of the Registrar cannot remove an Advising Hold!

Think about what to take next semester:

First, review your Degree Audit Report (DARS)

1. From myHumboldt > Academics tab > Academics Quick Links > View Degree Audit
2. Click on Student Access – View your profile button
3. Click on the green Run Declared Programs button. Click on View Audit
Next, check out your major's academic plan

1. From myHumboldt > Academics tab > Academic Colleges > List of Majors by Department
2. Click on your major
3. Most majors will have a Major Academic Plan on the bottom, right of the page.

Now build a tentative schedule / View Schedule of Classes

1. From myHumboldt > Academics tab > Schedule of Classes under the Academic Quick Links to see the entire class schedule, or from Student Center > Search for Classes
2. If you are taking remedial coursework, it must be completed within the first year
3. You will not be able to register for courses that have pre-requisite requirements unless you have completed those requirements or they are in-progress at HSU during the Spring 2017 term
**ADDITIONAL SEARCH CRITERIA**

From **Student Center** you can also find specific classes that meet requirements for **General Education, Diversity & Common Ground, and American Institutions:**

**Diversity & Common Ground / General Education double-count:**

From **myHumboldt > Academics tab > Schedule of Classes >**

*Click on the current class schedule, then click on Double Counting Classes under Special Listings*

### Fall 2017 Class Schedule

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### Special Listings

- **GE Class Seat Availability**
- **Double Counting Classes**
- **Online Classes**
- **Hybrid Classes**

### General Education (Areas A, B, C, D, E, and Upper Division B, C, D)

1. From **myHumboldt > Academics tab > Quicklinks > View Open Classes**
2. Click on **Additional Search Criteria** at the bottom
3. Click on the **Course Attribute** dropdown box and choose **General Education**
4. Next, click on the **Course Attribute Value** dropdown box
5. Choose a general education area and click on the green **Search** button below to the right

### Diversity & Common Ground and American Institutions

1. Follow steps 1-3 above, then choose **Course Type**
2. Click on the **Course Attribute Value** dropdown box
3. Choose **Diversity & Common Ground** (domestic or non-domestic) or **Am. Institutions** courses
4. Click on the green Search button below to the right

Check out the updated features in College Scheduler! Plan an ideal schedule!
The College Scheduler allows you to input courses that you would like to take, and then presents every possible scheduling option available. Features include:

- Search by major or GE requirement
- Lock in a course or courses around which you can build your schedule
- See current schedule and desired courses when selecting classes to add
- Save more than one preferred schedule option

To use this tool select the Schedule Planner link in the Academics section of your Student Center. A College Scheduler user guide is located at this link: College Scheduler User Guide.

Contact your advisor right away to arrange a meeting to review your tentative plan. After your meeting your advisor will be able to remove your advising hold, and you will be able to register for classes.

Not sure how to locate your advisor? (Name is posted on Student Center main page on right side).
From myHumboldt > Directory > Type your advisor’s name, then go
Email your advisor directly from Student Center: click on the details link under advisor name; then check the box next to advisor name; then click Notify Selected Advisors button.
QUESTIONS? COME SEE US! MONDAY-FRIDAY, 9:00AM-4:00PM, GIST HALL 114, 707-826-3341

Email: acac@humboldt.edu. Visit our website: www.humboldt.edu/acac