Spring 2015 Registration Queue

November 10—November 21
(the queue begins with the letter “D”)

All students are encouraged to meet with their advisor to discuss their academic plans.

Priority Registration

November 10-11: This includes students who are registered with UMD Disability Services, UMD Athletes, Honors program students, veterans, and students currently studying abroad.

ACADEMIC WARNING & ACADEMIC PROBATION HOLDS:
Students with a Probation Hold on their record must submit a Mid-term Progress Report form to the CLA Advising & Academic Services office prior to registration. Forms are available in 310 Kirby Plaza, or online at CLA Advising page in the forms link.

DECLARING A MAJOR IN CLA: Be sure to plan ahead. Students are required to create a preliminary Graduation Plan to include all degree requirements. Begin the process at plan.umn.edu or visit CLA Advising page for more information.

CHANGE OF COLLEGE & DUAL DEGREE APPLICATIONS:
It may take one-to-two weeks for an Application for Undergraduate Change of College form to be fully processed, depending on the time of the semester. If you are considering a change and want to register as a student in your new major, plan to submit forms to the collegiate unit that offers the new major at least two weeks prior to your scheduled registration time for the next semester.

January 19 — Last day to register for spring term without incurring a late initial registration fee ($50)

January 20 — Spring 2015 Semester begins

CLA SENIORS (≥ 90+ CREDITS)
• Review the ‘Graduation Checklist’ online.
• Confirm all majors and minors on your official record.
• File any major or minor exceptions, course substitutions, etc. now!
• February 6, 2015—Spring/May/Summer 2015 deadline for the online Application for Degree and Commencement Attendance.
• Senior Benchmark (OU) Hold: Check your email for instructions to complete this requirement prior to registration. For more information go to the CLA Advising page (go to: CLA Policy & Procedures).

CLA JUNIORS (60+ CREDITS)
• Officially declare all majors and minors so they appear on your record.
• Participate in internships, volunteer opportunities, senior projects, Undergraduate Research Opportunities Projects (UROP), résumé building, etc. Visit UMD Career & Internship Services, 22 SCC.

CLA SOPHOMORES (30+ CREDITS)
Undeclared students with 45 or more credits will have a Declare Your Major HOLD placed on their record. In order to have the hold released for spring 2015 registration, students must either declare a major or file a Plan for Major Declaration form found on the CLA Advising page (in CLA Forms). Undeclared students are required to meet with their academic advisor in order to discuss their progress in exploring/declaring a major.

Declared 2nd semester freshman or sophomores are required to meet with their academic advisor prior to registering for next semester. To find out who your advisor is, check your APAS Report or Graduation Planner. Use People Search to find your advisor’s office to schedule an appointment.

CLA FRESHMEN
First year undeclared and declared students are required to seek academic advisement prior to spring registration. An Advising HOLD has been placed on your record, and you will not be permitted to register for next semester until you have met with your academic advisor. Advisement for CLA undeclared students begins mid-October. Watch your email for instructions to schedule an appointment. Or, go to your advisor’s office to schedule an appointment.

Important Spring 2015 Dates & Deadlines
Financial Aid & Registrar’s page:
http://d.umn.edu/onestop/

Review & Update your Grad Plan prior to your advisement appointment.
Degree Planning → Graduation Planner
**Spring 2015 Registration**

**Are You Ready for a Successful Advisement Appointment?**

[Review Registration Preparation](http://d.umn.edu/onestop/registration/prepare/index.html)

**For more Registration Information go to:**

[http://d.umn.edu/onestop/registration/guidelines/index.html](http://d.umn.edu/onestop/registration/guidelines/index.html)

(Add/Waitlist/Cancel, Audit, Retaking Courses Using an Equivalent Course, Prerequisites, Preparation Requirement Deficiencies, Course Guide, Class Search, Class Schedule, etc)

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**Need assistance with Grad Planner or registration?**

Meet with a Peer Advisor in 310 Kirby Plaza

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**Permission Numbers**

In special circumstances, permission numbers can be used to override the enrollment capacity or pre-requisites of a course. Or, they can be used to register for a course that requires instructor approval, such as an INI (independent study). Students may inquire about a permission number from the instructor or the department offering the course. Students can use this number to register for the course through the end of the second week of the term. Permission numbers expire after this time. Please also see the [CLA Waitlist Policy](http://d.umn.edu/onestop/registration/guidelines/index.html).

**Students must be registered for all courses by the end of the second week.**

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**Consider re-enrolling at UMD?**

Undergraduate students who have not attended the past two semesters (excluding summer session) are placed on "inactive" status and will need to request reactivation of their record by filing a [Re-enrollment Request](http://d.umn.edu/onestop/registration/guidelines/index.html) form.

Students may contact the [Career & Internship Services Office](http://d.umn.edu/onestop/registration/guidelines/index.html), 22 Solon Campus Center, for career counseling. Call (218) 726-7985 to schedule an appointment.

Students seeking academic advising through CLA, may contact the CLA Advising Office in 310 Kirby Plaza.

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**Consider Studying Abroad!**

Visit the International Education Office, 138 Kirby Plaza, to explore the possibilities. They offer short term, one semester, two semester programs.

**Study Abroad 101:**

Wednesdays from 12-12:30pm, Kirby Plaza 138

Read: [Steps to Studying Abroad](http://d.umn.edu/ioneo/) and view program information online at: [http://www.d.umn.edu/ioneo/](http://www.d.umn.edu/ioneo/)

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**ATTENTION**

- Working on an internship?
- Studied abroad?
- Member of a CLA club or student organization?

We want to feature YOU on our webpage, Facebook, & Twitter. Contact us at claadv@d.umn.edu for more information.

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**Become a Fan on Facebook!**

[www.facebook.com/umdclasaac](http://www.facebook.com/umdclasaac)

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**@claadvising**