STUDENT ACADEMIC AFFAIRS

LSA GENERAL ADVISING, BGS & CONCENTRATION ADVISING
1255 Angell Hall, 764-0332

ACADEMIC ACTIONS
1219 Angell Hall, 764-0311

LSA SENIOR ACADEMIC AUDITORS
1401 Mason Hall
763-3101 (hours: M-F 7:30-3:30)

LSA CHECKPOINT
POINT-10, 764-6810

RELATE OFFICES

COMPREHENSIVE STUDIES PROGRAM (CSP)
2016 Angell Hall, 764-9128

HONORS PROGRAM
1228 Angell Hall, 764-6274

OFFICE OF INTERNATIONAL PROGRAMS
G513 Michigan Union, 764-4311

RESIDENTIAL COLLEGE ADVISING
134 Tyler, East Quad, 763-0032

Tidbits

Mini Courses
For information about any available Fall Term one-credit mini and short courses, see the bulletin board outside 1419 Mason Hall.

Race & Ethnicity, Quantitative Reasoning, and Junior/Senior Writing Courses
Updated listings of Fall Term courses which may be used to satisfy the Race & Ethnicity requirement, the Quantitative Reasoning requirement, and the Junior/Senior writing requirement are posted on the bulletin boards outside 1419 Mason Hall.

Preprofessional LSA Advising Assistance
All academic advisors are available in 1255 Angell Hall to assist students with general questions about academic preparation for medical school.

For more specific questions about medicine, individual appointments may be scheduled with the following preprofessional advisors:

Penny Morris
Medicine and Health Professions
Mark R. DeCamp
Associate Professor of Chemistry, Medicine

STUDENT ACADEMIC AFFAIRS WELCOMES NEW ASSISTANT DEAN

The national search conducted during the 1994-95 school year to find a successor to long-time Assistant Dean Eugene W. Nissen ended successfully in July with the announcement that Dr. Esrol A. Nurse will fill the position beginning September 1. Assistant Dean Nurse comes to the College from the University of Wisconsin at Madison where he has served since 1992 as Associate Director of Undergraduate Admissions and also since 1993 as Director of their Summer Orientation, Advising and Registration (SOAR) Program. Previously Dr. Nurse served from 1986-92 as Assistant Dean for Student Academic Affairs in the College of Letters and Science at Wisconsin-Madison and also as Director of their Mentor Program from 1988-92. The Office of the Assistant Dean for Student Academic Affairs is located at 1402 Mason Hall (764-7297).

Notification of Changes in Local & Permanent Addresses
Students can now use the campus computer network to submit local and permanent address and telephone changes to the Registrar’s Office by using Wolverine Access. Changes will be processed within two working days.

Student Telephone Directory Deadline
Students who have changed their address must report the change as described in the note above or go to the Office of the Registrar, Lobby LS&A Building by September 8, 1995 to have the correct address appear in the Student Telephone Directory.

The On-line Fall 95 LSA Course Guide is now a FINAL EDITION with more than seventy new descriptions that were not a part of the earlier printed version.

(See page 2 for instructions.)
LSA Graduation

PROCEDURES

Planning to graduate in December, 1995?

If so, then you must submit your diploma application and senior concentration release form (for AB/BS candidates) or diploma application and BGS senior release form (BGS candidates) according to the following schedule. Diploma applications, concentration release forms, and BGS release forms are available in 1255 Angell Hall and 1401 Mason Hall and should be returned to 1401 Mason when completed. (HONORS PROGRAM students should pick up all graduation forms from 1228 Angell and return them there when completed.) The LAST DAY to submit graduation materials if you want your name printed in the December commencement program is Wednesday, November 8. Friday, December 8 is the LAST DAY to submit graduation materials if you plan to graduate in December. Commencement exercises will be held on Sunday, December 17 in Crisler Arena at 2:00. An information sheet about the December commencement exercise will be available in 1401 Mason Hall by the middle of the Fall Term.

Two Named Associate Deans

LS&A Dean and Professor of Political Science Edie Goldenberg has named English Professor Lincoln Faller Associate Dean for Undergraduate Education. Faller succeeds Professor Michael Martin who is returning to the department of Biology. Professor Terrence McDonald of the History department has been named Associate Dean for Academic Appointments, succeeding Political Science Professor John Chamberlin. Economics Professor John Cross continues as Associate Dean for Budget and Chemistry Professor Joseph Marino as Associate Dean for Research and Facilities.

Registrar's Bulletin Board

The Office of the Registrar is pleased to announce the opening of two new student service areas. Central Campus Student Services is now located in room G255 Angell Hall and a new North Campus Student Service Site is at 1212 North Campus Commons (Entree Office). The opening of these areas provides both students and staff with a more efficient and convenient means of conducting business with the Registrar's office. Both offices will be open from 8 a.m. to 5 p.m. The following services are available at either location:

- Transcript requests and requests for unofficial copies of the academic record
- Certification for loans and placement
- Academic record information
- Registration help
- Class Schedules
- Term Grade Reports
- Replacement SVF's (Student Verification Forms)
- Local/permanent address changes
- Name changes
- Phone number changes

Room G255 Angell Hall replaces the General Information Windows in the lobby of the LSA Building. This is a large new facility, conveniently located in a major classroom center, close to the Angell Hall computing site and near several major Academic Advising offices. Students are able to sit down with one of the Registrar's representatives and receive all of the services they require.

The new North Campus location is able to provide similar services to approximately a third of the University students and staff in a much more effective manner.

LSA Course Guide is On-line

The On-line Fall 95 guide is now a final edition with more than seventy new descriptions that were not a part of the earlier printed version.

To sign on to the LSA Publications server, at the

Which Host? (Host:)

prompt, type
gopher.itd.umich.edu

then from the menu select
U of Michigan and Ann Arbor (menu)
↓
Schools and Colleges (menu)
↓
LSA Academic Information (menu)
↓
Fall95guide (menu)

Select the desired term. Then, you will see a list of LSA departments. From there, select the department whose description you wish to read, and proceed.
INCOMPLETE GRADE?
An “Incomplete” (I) grade may be reported by an instructor when a student has taken the final examination in a course but a small amount of work is unfinished. If you are an LSA student and your instructor agreed to report an Incomplete grade, regardless of whether or not the course was an LSA course, then:

(1) You should have an understanding with the instructor about the work you must complete.
(2) You must complete the work by the end of the fourth week of your next Fall or Winter Term in residence or by an extended deadline supported in writing by the instructor and approved by the Office of Academic Actions (1219 Angell Hall) or the Honors Council (1228 Angell Hall). Your instructor is not obligated to agree to a time extension. LSA students with Winter Term, 1995, Incompletes who enroll in the College for Fall Term, 1995, must complete the work by Monday, October 2.
(3) An Incomplete not finished by October 2 or an approved time extension arranged prior to the October 2 deadline lapses to a failing grade and lowers the term and overall grade point averages, unless the course was elected pass/fail.
(4) The instructor has ten days following October 2 or an approved extended deadline in which to report a final grade.
(5) Special Note to December 1995 Grads:
You must finish any outstanding Incompletes that you need in order to complete your degree requirements, and have the instructor report the final grade to the LSA Records Office by Tuesday, January 10, 1995, in order to keep your name on the December, 1994, degree list.

Wolverine Access
Wolverine Access is an electronic information service you may use, once you have your Uniqname and UMICH (Kerberos) password, to access your academic record and general University information. You can use Wolverine Access on any Macintosh at Campus Computing sites.

Information available includes:
- Grades
- Addresses
- Class Schedule
- Account Statement
- CRISP Info
- CRISP Appointment
- Academic Report

You may install Wolverine Access on your own computer if you have a Macintosh computer with MacTCP and you can connect it to the campus backbone network. For more information about Wolverine Access, you can consult the Time Schedule or Quicknote: Viewing Your Student Record with Wolverine Access, Step-By-Step S4159.

Touch-Tone CRISP
Phone: 958-1881
(on campus: 8-1881)
Hours: 7:00 a.m. - 12:00 midnight, seven days a week.

Touch-Tone CRISP Help
Phone: 763-5174
Hours: 8:00 a.m. - 5:00 p.m., Monday-Friday.

LSA Advising Information

Need General Academic Advising?
Beginning Tuesday, September 5, and continuing through September 15, students may see an LSA General Advisor in 1255 Angell Hall on a walk-in basis. Beginning Monday, September 18, general advisors will be available on an appointment basis.

Beginning the week of September 11th, LSA General Advisors will be available on a regular basis in the residence halls.

Need Concentration Advising?
Departmental and program concentration advisors will advise students beginning Tuesday, September 5. Appointments for most advisors may be made in 1255 Angell Hall or in departmental offices.

Have You Declared Your Concentration Yet?
By the junior year (55 credits toward a degree program), LSA students should have selected a concentration program and/or degree program. Students pursuing a AB or a BS degree should consult a concentration advisor and complete a Declaration Form which indicates choice of concentration. Students wishing to do a Bachelor of General Studies (BGS) degree should see a BGS advisor and also complete a Declaration Form. Declaration Forms are available at 1255 Angell and should be returned there when completed.

Academic Advisors Are Available In Residence Halls
LSA Academic Advisors hold regular office hours in the following residence halls: South Quad, West Quad, East Quad, Couzens, Alice Lloyd, Mosher-Jordan, Stockwell, Markley, Martha Cook, Bursley, and Barbour/Newberry. If you live in one of these halls you may find that visiting your advisor is more convenient to your schedule. Check with your RA or the main desk of your building for the schedule of your advisor. The advisors welcome individual conversations as well as small group discussions (in case you and your roommate or a friend on the corridor have similar questions).

Advisors Are Available By E-mail
When you have quick questions that do not require an appointment, you can message your own general academic advisor via e-mail. If you do not remember the name of your advisor, send your question to:
Ask.LSA.Advising@umich.edu
and an answer or referral will be sent in response.
**NOTE:** Time Schedules and LSA Course Guides for the Winter Term are expected to arrive at LSA Checkpoint on November 3, 1995.

The LSA Course Guide will be available on-line by October 23, 1995.

### DEPARTMENT NEWS

#### Language Placement Tests

If you are planning to take an elementary language class in French, Spanish, Russian, German, Latin, Chinese, Japanese, Korean, Arabic, or Hebrew and you are a new student, first-year student or transfer student, or you have not yet begun the elementary language sequence on the Ann Arbor campus, you **MUST** take the placement test if you have any previous experience with the language in order to register for the correct course.

If you have registered for a class prior to taking the test, you will still be required to take the test in order to verify that you are in the appropriate level class.

You are **not eligible** to take the placement test if:

- you previously have taken the placement test
- you have previously taken a course in one of these languages on the Ann Arbor campus,
- you have already taken a course in one of these languages on the Ann Arbor campus
- you have not taken the placement test if you have any previous experience with the language
- you have not begun the elementary language sequence on the Ann Arbor campus

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#### Chemistry

**Laboratory Check-in**

Check into labs on the first day they are scheduled. You must take a print-out of your class schedule to Lab Check-in. If you fail to appear, your space may be given to a waitlisted student 2 hours after the lab begins. You are at risk of having to waitlist for another lab.

**Chem 125, 211 and 216 Laboratory Waitlist**

Prior to the first day of class, check for openings at CRISP first. Fill out Waitlist Form in 1500 Chemistry. Go to Room 1706 Chemistry to get into labs 2 hours after desired lab begins. Sections will be assigned there; student will take override to Chem Lab to check in immediately.

You will be registered automatically into the section(s) shown on the override.

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#### Economics

**Override Procedures for Economics 101 and 102:**

Please contact Jeannie Tramontin for details in 158 Lorch Hall, the Economics Undergraduate Office (763-9242). Office hours for Fall Term will be Monday-Friday 8:00-12:30 & 1-4:30. Jeannie Tramontin will be available to answer questions about the Economics concentration requirements, college or department policies and procedures, and general university information.

Override procedures for 300 and 400 level courses will be handled by the faculty member in charge.

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### FALL TERM, 1995, CALENDAR

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Disenrollment and registration fees</td>
<td>Beginning September 5, Tuesday</td>
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<tr>
<td>Fall Orientation</td>
<td>August 30-September 1, Wednesday-Friday</td>
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<tr>
<td>Labor Day holiday</td>
<td>September 4, Monday</td>
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<tr>
<td>Registration</td>
<td>August 31-September 1, Thursday-Friday</td>
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<tr>
<td>Classes begin</td>
<td>September 5, Tuesday</td>
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<tr>
<td>Late registration fee</td>
<td>Beginning September 5, Tuesday</td>
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<tr>
<td>Deadline for Honors Summer Reading Grades</td>
<td>September 15, Friday</td>
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<tr>
<td>Last day to withdraw (100% tuition waiver)</td>
<td>September 25, Monday</td>
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<tr>
<td>Last day for tuition adjustment for a reduced academic load</td>
<td>September 25, Monday</td>
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<tr>
<td>Pass/fail deadline</td>
<td>September 25, Monday</td>
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<tr>
<td>Last day for regular drop/add (no “W” for drop)</td>
<td>September 25, Monday</td>
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<tr>
<td>Touch-tone CRISP no longer available for Fall Term; authorization needed from Academic Advising to drop or add; “W” posted for drops</td>
<td>Beginning September 26, Tuesday</td>
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<tr>
<td>Fifty percent payment of tuition and fees due</td>
<td>September 29, Friday</td>
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<tr>
<td>Deadline to finish incompetes</td>
<td>October 2, Monday</td>
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<tr>
<td>Last day to withdraw from all classes with a 50% tuition waiver</td>
<td>October 16, Monday</td>
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<tr>
<td>Deadline for Honors Summer Reading Incompetes</td>
<td>October 20, Friday</td>
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<tr>
<td>Final payment of tuition and fees due</td>
<td>October 31, Tuesday</td>
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<tr>
<td>Last Day to submit graduation materials in your name appear in the December Commencement Book</td>
<td>November 8, Wednesday</td>
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<tr>
<td>Last day for approved late drop/add CRISP Early Registration</td>
<td>November 10, Friday</td>
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<tr>
<td>Thanksgiving recess begins</td>
<td>November 16-17, Thursday-Friday</td>
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<td>Classes resume</td>
<td>November 20-21, Monday-Friday</td>
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<tr>
<td>Classes end</td>
<td>November 27-December 1, Monday-Friday</td>
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<tr>
<td>Final day to submit graduation materials for December Commencement</td>
<td>December 4-6, Monday-Wednesday</td>
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<tr>
<td>Study days</td>
<td>5:00 p.m., November 22, Wednesday</td>
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<tr>
<td>Examination period</td>
<td>8:00 a.m., November 27, Monday</td>
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<tr>
<td>Commencement</td>
<td>December 8, Friday</td>
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<td>December 9-10, Saturday-Sunday</td>
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<td>December 11-15, Monday-Friday</td>
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<td>December 18, Monday</td>
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<td>December 17, Sunday</td>
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### Professional School Admission Test Dates

<table>
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<tr>
<th>Test</th>
<th>Date</th>
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<tbody>
<tr>
<td>Graduate Management Admission Test (GMAT)</td>
<td>October 21, 1995</td>
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<tr>
<td></td>
<td>January 20, 1996</td>
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<tr>
<td></td>
<td>March 16, 1995</td>
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<td></td>
<td>June 15, 1996</td>
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<tr>
<td>Law School Admission Test (LSAT)</td>
<td>September 30, 1995</td>
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<td>December 2, 1995</td>
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<td>February 10, 1996</td>
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<tr>
<td>Graduate Record Exam (GRE)</td>
<td>October 14, 1995</td>
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<td>December 9, 1995</td>
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<td>April 13, 1996</td>
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<tr>
<td>Medical College Admission Test (MCAT)</td>
<td>April 20, 1996</td>
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<td></td>
<td>August 17, 1996</td>
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<tr>
<td>Dental Admissions Test (DAT)</td>
<td>April 13, 1996</td>
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<td></td>
<td>October 12, 1996</td>
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### The UNIVERSITY OF MICHIGAN

**College of Literature, Science, and the Arts**

The Regents of the University

Deane Baker, Ann Arbor; Laurence B. Deitch, Bloomfield Village; Andrea L. Fischer, Birmingham; Daniel Honning, Grand Haven; Shirley M. McFee, Battle Creek; Rebecca McGowan, Ann Arbor; Philip H. Powers, Ann Arbor; Neillie M. Varner, Detroit, and James J. Duderstadt, President, ex officio

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**Policy Against Discrimination**

The University of Michigan, as an equal opportunity/affirmative action employer, complies with all applicable federal and state laws regarding non-discrimination and affirmative action, including Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. The University of Michigan is committed to a policy of non-discrimination and equal opportunity for all persons regardless of race, sex, color, religion, creed, national origin or ancestry, age, marital status, sexual orientation, disability, or Vietnam veteran status in employment, educational programs and activities, and admissions. Questions in regard to this policy may be addressed to the University’s Director of Affirmative Action and Title IX/Section 504 Coordinator, 501 West Burdick Hall, Ann Arbor; Shirley M. McFee, Battle Creek; Rebecca McGowan, Ann Arbor; Philip H. Powers, Ann Arbor; Neillie M. Varner, Detroit, and James J. Duderstadt, President, ex officio.

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**Materials for December Commencement**

December 8, Friday

**December Commencement Book**

December 8, Friday

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**FALL TERM, 1995, CALENDAR**

**Chemistry**

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