News from the LSA Academic Advising Center

Need General Academic Advising?
Beginning Tuesday, September 3, and continuing through September 13, students may see an LSA General Advisor in 1255 Angell Hall on a walk-in basis. Beginning Monday, September 16, general advisors will be available on an appointment basis.

Beginning the week of September 9th, 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 3. Appointments for most advisors may be made 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 an AB or 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, Couzengs, 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 building’s academic advisor might be more convenient to your schedule. Check with your Academic Peer Advisor (APA), 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).

Tidbits
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.

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, or call 764-6810.

Final Edition F’96 Course Guide Available on the Web
A final edition of the Fall ’96 LSA Course Guide, containing more than eighty new descriptions that were not a part of the earlier printed edition, is now available on the Student Academic Affairs Web site at: http://www.lsa.umich.edu/saa/pubs.html

C check out inside the special insert highlighting the new LSA Academic Advising Center!
DEPARTMENTAL 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 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 have already taken a course in one of these languages on the Ann Arbor campus,
- you previously have taken the placement test.

French/German/Hebrew/Latin/
Russian/Spanish

Placement exams for these languages can be taken on Monday, September 3,
8:00-10:00 p.m.
The locations for these placement tests are as follows:

French G127 Angell Hall
German 120 West Hall
Hebrew G429 Mason Hall
Latin 2163 Angell Hall
Russian G429 Mason Hall
Spanish G115 Angell Hall

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.

Economics

Override Procedures for Economics 101 and 102:

Please contact Jeannie Tramontin for details in the Undergraduate Economics Office (158 Lorch Hall, 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. Students can schedule advising appointments by calling or stopping by the office.

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

COMPARATIVE LITERATURE

AND HISTORY

RELOCATE TO THE ANGELL/HAVEN CONNECTOR

Over the summer the program office for Comparative Literature relocated from Mason Hall to its new headquarters at 2015 Angell/Haven Connector (763-2351), and the History department office moved from Haven Hall to its new quarters in 1029 Angell/Haven Connector (764-6305).

CLASSICAL STUDIES AND PHILOSOPHY

RETURN TO ANGELL HALL

The offices of the Departments of Classical Studies and Philosophy have returned to their newly renovated quarters on the second floor of Angell Hall after a two-year residence away from central campus. The department office for Classical Studies is now located at 2160 Angell Hall (764-0360) and the Philosophy department office is at 2215 Angell Hall (764-6285).
LSA GRADUATION PROCEDURES

Planning to graduate in December, 1996?

If so, then you must submit your diploma application and concentration release form (for A B / B S candidates) or diploma application and BGS senior release form (BGS candidates). Diploma applications, concentration release forms, and BGS senior 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 6. Friday, December 10 is the LAST DAY to submit graduation materials if you plan to graduate in December. Commencement exercises will be held on Sunday, December 15 in Crisler Arena. An information sheet about the December commencement exercise will be available in 1401 Mason Hall by the middle of the Fall Term.

The Office of the Registrar maintains two student service areas, Central Campus Student Services, located in room G255 Angell Hall, and North Campus Student Services, located at 1212 North Campus Commons (Entrée Office). These offices are intended to provide both students and staff with a convenient and efficient means of conducting business with the Registrar’s office. Both offices are open weekdays from 8 a.m. to 5 p.m., and the following services are available at both locations:

- 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
- Local/permanent address changes
- Name changes
- Phone number changes

In either of these facilities students are able to sit down with a representative of the Registrar’s office and receive all required services.

**GETTING A COPY OF YOUR COURSE SCHEDULE**

You can obtain a copy of your course schedule quickly and easily through Wolverine Access. Wolverine Access can be used from any Macintosh computer at campus computing sites. Since it is important to keep your information private, a Uniqname and UMICH (Kerberos) password are required. Wolverine Access also is available on the World Wide Web at: http://waccess.umich.edu/

Information available on Wolverine Access includes:

- Grades
- Class Schedule
- Academic Report
- CRISP Info
- CRISP Appointment Addresses
- Account Statement
- Disbursed Aid

To view your course schedule, you would select the menu item named Class Schedule. You will be asked to authenticate (a window pops up where you type in your uniqname and password) if you have not already done so.

If you wish to have a printed copy, select Print... under the menu option labelled File. Your printed schedule will not have your name on it. Instead, it will have a receipt number. This number is the last four digits of your Social Security Number plus the UM security digit.

Wolverine Access can also be used to find out how your CRISP Appointment will be, or to find out which courses are still open (CRISP Info).

It is also possible to change your local address (Addresses), view/print an unofficial copy of your transcript (Academic Report) or your financial account status (Account Statement), or even send a message to the Registrar's Office if you think that any of your information may be incorrect. It is important that you do not forget to expire your “tickets” or to shut down the computer before leaving. This step protects your privacy!

**PLANNING TO DISENROLL?**

If you wish to disenroll from Fall Term and avoid all charges you must do so before the first day of classes. The Fall Term deadline is September 2.

Students should disenroll through Touch-Tone CRISP.

After the first day of classes, students who wish to disenroll will be responsible for an $80 registration fee and a $50 disenrollment fee. These assessments will be made regardless of whether or not you attended any class.

**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. Students can also appear in person at Student Services (G255 Angell Hall or 1212 NorthCampus Commons). On-line changes will take effect immediately, and in-person changes will be processed within two working days.

Note: In order for your correct address to appear in the student telephone directory, you must submit your changes by September 12, 1996.
### Fall Term, 1996, Calendar

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<th>Sunday</th>
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| **September** 1 | 2 | • CLASSES BEGIN  
  • Disenrollment and registration fees apply  
  • Late registration fee applies  
  • Advising Center open until 6:30 p.m. | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | • Drop/Add deadline  
  • Pass/Fail deadline  
  • Last day for tuition adjustment for a reduced academic load  
  • Last day to withdraw (100% tuition waiver less disenrollment and registration fees) | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | • Deadline to finish Incompletes  
  • 50% payment of tuition and fees due | **October** 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | Winter Course Guides on-line | 22 | 23 | 24 | 25 | 26 |
| 27 | Daylight Savings Time ends | 28 | 29 | 30 | Final payment of tuition and fees due | **November** 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | Advising Center open until 6:30 p.m. | **Early Registration** | 25 | 26 | Thanksgiving recess begins at 5 p.m. | 27 | 28 | 29 | 30 |
| **December** 1 | Classes resume at 8:00 a.m. | Advising Center open until 6:30 p.m. | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | • CLASSES END  
  • Last day to submit materials for December graduation | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| Commencement | FINAL EXAMS | **Final Exams** | 22 | 23 | 24 | 25 | 26 | 27 | 28 |

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### Professional School Admission Test Dates

- **Graduate Management Admission Test (GMAT)**
  - October 19, 1996
  - January 18, 1997
  - March 15, 1997
  - June 21, 1997

- **Law School Admission Test (LSAT)**
  - October 5, 1996
  - December 7, 1996
  - February 8, 1997

- **Graduate Record Exam (GRE)**
  - October 12, 1996
  - December 14, 1996
  - April 12, 1997

- **Medical College Admission Test (MCAT)**
  - April 19, 1997
  - August 16, 1997

- **Dental Admissions Test (DAT)**
  - October 12, 1996
  - April 5, 1997
  - October 4, 1997

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*THE UNIVERSITY OF MICHIGAN*

*College of Literature, Science, and the Arts*

*The Regents of the University*

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