WELCOME TO EMORY COLLEGE OF ARTS AND SCIENCES!

The purpose of this document is to provide resources and advising tips for PACE Faculty Advisors. Many resources are hyperlinked so that you may review information from direct sources. This guide is also meant to complement the Blue and Gold Pages that students received and used over the summer to prepare for registration, orientation and starting their Emory Careers. We expect that you will connect and refer students with many of the people and resources listed in this document.

While you may read it in its entirety, it is searchable and meant to be used as a means to look-up information you need for, or with your advisees. We also encourage you to review the Student Blue and Gold Pages.
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PACE PROGRAM OVERVIEW AND ADMINISTRATORS

Pre-major Advising and Connections at Emory (PACE) is the Emory College program that strives to orient and transition first-year students into the Emory community from matriculation through the first semester. The three overarching goals of the PACE program are to promote:

- **Proficiency**: Help students identify and use University systems and resources.
- **Self-knowledge**: Prompt students to identify personal goals and reflect on their experiences.
- **Connection and Engagement**: Support students by introducing them to resources (people, offices and programs) and how/when to use them in order to achieve their goals and to enhance their college experience.

The PACE program works to achieve these three goals through three components:

1. **Summer Orientation**: Introduce students to basic academic requirements and resources to prepare them for registration and orientation.
2. **Faculty Advisors**: Match students with a faculty advisor to begin building relationships with and connections to the Emory community.
3. **PACE 101 Course**: Enroll students in a course that introduces students to requirements, resources and support services.

The PACE program is administered through the Office for Undergraduate Education (OUE). We collaborate with faculty in the College, staff from OUE and Campus Life to determine what students need to know and experience in order to be successful members of the Emory community.

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SUMMER ORIENTATION

The PACE Administration works with the Orientation team to provide necessary academic content before students arrive on campus. First-year students used the Blue and Gold Pages and a Summer Checklist to complete online activities designed to prepare them for learning and living at Emory.

This summer, first-year students were asked to complete a series of Emory Essentials activities. The activities encouraged them to explore the Liberal Arts, learn about General Education and First-Year Requirements, register for up to eight credits and review policies on honor and conduct. First-year students were also asked to reach out to their PACE Faculty Advisors in preparation for their first meeting in August.

PACE Administrators also work with the Orientation team to train Orientation Leaders and provide advising information for Orientation sessions. Once students arrive on campus in August, many of the resources introduced over the summer are weaved into Orientation programs and meetings to prepare students for a successful start at Emory.

BEFORE YOU ARRIVE

CHECKLIST

RECOMMENDED

视为三种柱形图。该图展示了三种类型的柱形图：柱形图1，柱形图2，柱形图3。注意，每种柱形图的x轴代表不同的数据，y轴代表不同的数据。
PACE FACULTY ADVISORS

PACE Faculty Advisors are advisors of record to all incoming first-year students and, as a result, act as official ambassadors of Emory College. One of the first responsibilities of a PACE Faculty Advisor is to show our newest members of the Emory community that we care about them and want them to succeed at Emory.

PACE Faculty Advisors will be assigned 3-4 new first-year students before the beginning of the Fall semester. The Faculty Advising Center is updated by the middle of August where PACE Faculty Advisors will see their new advisees’ names. The PACE administrators try to match students with faculty based on at least one of their academic interests (students provide up to 8 areas of academic interest). While many faculty are matched with students who have similar academic interests, there is no perfect match system. Students’ minds and interests change quickly. We also know that many students have not been previously exposed to all of the academic areas Emory offers, so may not even know what they will be interested in until they meet faculty and take courses.

Many new Emory students also have professional goals that may not align with faculty members’ expertise. Almost every Emory student has some “pre-professional” interest- and some have multiple pre-professional goals. We encourage them to explore those in addition to the Liberal Arts, and believe that PACE Faculty Advisors can develop positive working relationships with students, no matter their academic interests. We often hear that some of the best relationships develop because of reasons beyond academic interests.

At the end of the Fall 2015 term, students enrolled in PACE 101 answered survey questions about their overall Emory experience, including how they felt about relationships they built with their PACE Faculty Advisors. Students were asked to rate their agreement with the following statements about their PACE Faculty Advisors. In most cases, students only met with their PACE Faculty Advisor two or three times during the semester. Even with those brief interactions, first-year students felt welcomed by their PACE Faculty Advisors and acknowledge that they helped orient them to and connect them with the Emory community and resources.

The Perceptions of PACE Faculty Advisors:

- My PACE Faculty Advisor and I have developed a meaningful relationship: 539 Strongly Agree, 343 Agree, 228 Disagree, 596 Strongly Disagree
- is accessible and responsive: 596 Strongly Agree, 398 Agree, 191 Disagree, 664 Strongly Disagree
- offers appropriate referrals when needed (e.g. OUE, Student Health, E-PASS, Pre-Professional advising, etc.): 631 Strongly Agree, 399 Agree, 206 Disagree, 664 Strongly Disagree
- offers helpful ideas and suggestions: 549 Strongly Agree, 402 Agree, 156 Disagree, 631 Strongly Disagree
- takes an interest in my academic career: 549 Strongly Agree, 402 Agree, 134 Disagree, 631 Strongly Disagree
- discussed having a balanced schedule: 631 Strongly Agree, 402 Agree, 140 Disagree, 664 Strongly Disagree
- was knowledgeable about general education requirements: 720 Strongly Agree, 399 Agree, 287 Disagree, 743 Strongly Disagree
- was knowledgeable about first-year requirements: 686 Strongly Agree, 317 Agree, 175 Disagree, 724 Strongly Disagree
- helped welcome me to the Emory community: 724 Strongly Agree, 346 Agree, 124 Disagree, 759 Strongly Disagree
Expectations for PACE Faculty Advisors

As an ambassador of Emory College, PACE Faculty Advisors begin to introduce students to the resources available to them at Emory. As a PACE Faculty Advisor you may be advising students with interests in a variety of disciplines outside of your own. We do not expect you to be able to answer every specific question that a student asks about a department or program, but want you to be an access point for guidance and other resources to help students obtain the information they need. Additionally, the relationship that you build with your advisees will help them achieve the three goals outlined by the PACE program: proficiency, self-knowledge, and connection and engagement.

PACE Faculty Advisors can help meet the PACE program goals (proficiency, self-knowledge, and connection and engagement) through the conversations they have with advisees. As a PACE Faculty Advisor, you are expected to:

- Initiate connections with first-year students.
- Respond to first-year student inquiries (even if this means referring to another resource).
- Be familiar with the General Education Requirements (GERs) and First-Year requirements.
- Know what an appropriate course load is and understand how students maintain fulltime status.
- Know when and how to refer advisees to appropriate resources.
- Alert the Office for Undergraduate Education (OUE) about any concerns about advisees.

As a PACE Faculty Advisor, you are one of the members of the Emory community with whom students can build a connection that will enhance their experience at Emory. Sometimes you are the first person a student reaches out to for assistance. PACE administrators and OUE academic advisors rely on information shared by PACE Faculty Advisors to meet the needs of our first-year students. We encourage you to have your advisees check in with you. Asking students to report back may encourage additional communication and a sense of connection. If you don’t hear back from your advisee, it could be an indication that s/he needs more support.

The PACE Administrators are available to assist PACE Faculty Advisors. If a student misses his/her first advising appointment, please contact Tina McDowell

- First-year students are “required” to meet with you again this Fall. This typically happens during the first two weeks of November, and the student is asked to reach out to you.
- First-year students will remain as your advisee until they declare a major.
- If a student declares a major in your department, you may remain as the advisor of record.

If you are concerned about a first-year student at ANY TIME, please contact the PACE Administrators, OUE Advising or the appropriate support office(s) listed in the Blue and Gold Pages: Faculty Edition.

- Complete the advising concern form
- Call the OUE 404.727.6069
Managing First-Year Student Expectations

On Monday, August 22, all PACE Faculty Advisors will meet with their new PACE advisees. In order to manage expectations for the first advising session, please note the information we shared with first-year students over the summer and before their first meeting with you. This guide also includes optional checklists you may choose to use during your first and second mandatory advising appointments.

Before they meet with you, first-year students should have completed the following:

- **Reviewed two documents to prepare them for learning and living at Emory**
  - Summer Checklist outlined key tasks that needed completion before Orientation
  - Blue and Gold Pages outlined Learning and Living at Emory as well as Orientation
  - Students STILL HAVE ACCESS to these documents, and should refer to them: http://college.emory.edu/orientation/first-year-students/getting-started.html

- **Registered for UP TO 8 credit hours (August 1-12)**
  - Almost all students have at least one course, many have two, although they may swap
  - Students were not allowed to enroll in FWRT, Spanish or French classes
  - Some students may be “disappointed” with closed courses, or their first attempt at registration

- **Completed an advisor introduction form as part of Emory Essentials Activities**
  - Students were asked to provide introductory information, including where they are from, what they are interested in studying and what activities they may like to pursue.
  - If you did not receive the form in your Emory email, check your junk mail for an email from “Wufoo”

In order to manage their expectations about the PACE Faculty Advisor’s role and responsibilities, first-year students received their own “managing expectations” email and Before Add/Drop/Swap ends checklist. Orientation Leaders led meetings that also explained what the first advising meeting may look like. We shared the following message with the first-year students. Your PACE Faculty Advisor:

- Is ONE of many advisors/support people available
- Will be knowledgeable of GER categories and First-year requirements, but NOT all courses and faculty in the College
- Is not the expert on ALL departments/requirements and will most likely refer you to the right expert
- Has a contact list for appropriate contacts in each department as well as other referrals
- Does not have special enrollment powers
- Is most likely NOT a pre-professional advisor (there are pre-business, pre-health and pre-engineering (dual degree) advisors available, and you will be referred
First Advising Meeting: Checklist for August 22
This checklist is optional, but can help guide your first advising meeting with your new PACE advisees. While the students have been introduced to many of these items already, it helps them to hear it from multiple sources.

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<th>CHECKLIST / ACTION ITEM</th>
<th>NOTES / RECOMMENDATIONS</th>
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| 1. Welcome student to Emory! | • We’re excited to have you join the Emory Community  
• This is a short advising meeting to get to know you and your academic/other interests  
• You may review Fall schedule plans/courses for the year  
• You may review the “Contacting your Advisor” form that they submitted  
• Remind advisees that you may refer them other faculty, departments or advising offices for your specific questions |
| 2. Ask about academic areas of interest. Remind students that NOBODY has declared a major. | • Students CANNOT declare a major until Spring semester  
• Most declare during the 2nd year, and many change as they explore  
• Students do not need to focus on this now |
| 3. Remind students that the first year is a great time to explore the Liberal Arts and work on GERs. | • Encourage students to take a balanced schedule  
• Students have 4 years/8 semesters to complete their GERs, they don’t have to complete in their first year  
• Many “popular” courses that may be closed are offered EVERY semester including Econ 101, Econ 112, Math 111, Psyc 110, Psyc 111, QTM 100, Soc 101 |
| 4. Remind your advisees that they should enroll in 17-19 credits during the Fall semester. | • 17-19 credits during the first semester allows students to withdraw from a course if needed and still maintain 12 hours. Some students will have fewer than 17 hours (depending on courses).  
• Do the simple math test: Total credits enrolled minus the course with the highest number of credits. If this number is 12 or greater, the student is in good shape  
• In order to graduate in 4 years, students will typically take 15-17 credits every semester after the first semester which should be 17-19  
• First-year students may not enroll in more than 19 credits during the first semester  
• For students to be eligible for Phi Eta Sigma at the end of the first semester, they must complete at least 4 academic courses (3 credits or more) as well as GPA requirements  
• This INCLUDES PACE 101 and Health 100.  
• Please check their schedules to make sure they have these credits by August 31 at 11:59pm |
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| **5. Remind advisees that they MUST enroll in one section of PACE 101 and Health 100 on Aug 23 (First-year requirements).** | • PACE: Students may choose one of 30 sections  
• PACE is taken S/U  
• The first session take place Aug 24, 25 or 26 and attendance is REQUIRED  
• Health: Students may choose one of 72 sections  
• Health 100 is taken for a letter grade  
• Passing Health 100 is a graduation requirement  
• For PACE and HEALTH, students may swap sections thru Aug 31 |
| **6. Remind advisees that they MUST enroll in a FSEM during the first YEAR during Fall OR Spring (First-year requirement).** | • Try to enroll in a FSEM during the Fall (a First-year requirement) if a topic is of interest and the course is open  
• About 60% of First-year students will take in Fall, NOT EVERYONE WILL!  
• If it doesn’t fit the schedule, or they really don’t like ANY topics, they can wait until Spring. Tentative FSEMs are listed in SP 2017 Atlas  
• Encourage exploration! Remember FSEM do not count for any major |
| **7. Remind advisees that they MUST “fulfill” the FWRT requirement during the first-year with AP/IB credits, or course enrollment Fall or Spring.** | • Students CANNOT Enroll in a FWRT until Aug 23  
• Students should try to enroll in a FWRT (Eng 101, Eng 181 or CPLT 110) in the Fall if it fits the schedule. There will be spaces in Spring.  
• If the student is international and took the EEA, there is chance s/he was invited to take a special section of English 101 with ESL support. This is by invitation only. |
| **8. Remind students to check the Course Atlas to see when courses are offered for the Fall, Spring or both semesters.** | • PACE 101: Fall semester only  
• Health 100: Fall semester only  
• First-year writing requirements: AP/IB, Fall, Spring, and summer semesters  
• First-year Seminars: Fall and Spring semesters |
| **9. Ask student if s/he earned AP/IB credits.** | • If yes, check OPUS to see if credits have posted  
• If credits have not posted, ask students to check with the Office of Admission FIRST. Students may still need to send scores or resend scores.  
• If student did not earn AP/IB credits, no further action is needed  
• Refer to the AP/IB charts to see what GERs have been completed |
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| 10. Remind students to register for the rest of their classes on Tuesday, August 23. | • Enrollment appointment times will vary and are posted in OPUS  
• If students miss their second enrollment appointment, they will wait until A/D/S opens  
• You can see the student’s enrollment appointment time in their Student Center |
| 11. Share that Add/Drop/Swap Works! Also, there is no “perfect” schedule and that’s normal. | • Add/Drop/Swap will open on August 24 (first day of classes)  
• Add/Drop/Swap will close on August 31 at 11:59pm |
| 12. Pre-Professional advising is available: Please REFER and encourage students to follow up if interested in ANY of these areas. | • Pre-Business has open-hours EVERY day  
• Financial Accounting IS NOT appropriate for the first semester  
• Students thinking about Econ as a major in the College should NOT take Business Econ (Bus 201), but Econ 101 AND 112. If they have AP credit for one Econ, they should plan to take the other Econ course.  
• PHMO offers pre-health walk-in hours throughout A/D/S and scheduled appointments beginning Sept. 1.  
• Make sure to complete the GCAT by August 31.  
• Please refer students to the PHMO  
• Pre-Engineering (Dual Degree) has advising available during the first semester (sign-up required through ASST)  
• Pre-Law: No set pre-requisites or major, but can be referred to the Career Center. |
| 13. Share with student when/how they should contact you and when they can expect a response. | • Share how you would like to be addressed (Dr., Professor, First name)-this helps teach proper communication etiquette  
• Share the phone or email in which students should use  
• Remind students you will meet again in November to review Spring 2017 schedule |
| 14. Remind students they have a network of support. | • Students have OLs, RAs and SAs  
• They will meet their PACE facilitators and OTLs during the first week of PACE  
• OUE academic advisors are also available for additional academic advising/support |
| 15. If you are concerned about a student’s well-being, you can refer to CAPS, ADSR or OUE | • CAPS for counseling services/support  
• ADSR for chronic medical/mental health accommodations  
• OUE for academic monitoring/support |
Second Advising Meeting: Checklist for November

First-year students are required to meet with PACE Faculty Advisors before they register for their Spring 2017 schedules. Students should take the lead and reach out to you, however if you have specific meeting times or scheduling requirements, you may reach out to your students. If a first-year student does not contact you by the end of the pre-registration period, we ask that you contact Tina McDowell (tmcdowe@emory.edu) so that we may reach out to the student as well.

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| 1. Check-in on first-semester | - Ask about extracurricular involvement  
- Ask about general fit at Emory |
| 2. Remind students of Registration Times: November 14-16. Enrollment times are staggered throughout the day. | - Please remind students to check BOTH enrollment dates and times.  
- You may ask a student to login to OPUS to ensure they know where to find these. |
| 3. Check on completion of First-year requirements (FSEM, FWRT, HEALTH and PACE). | - If a student did not take a FSEM or withdrew, they MUST enroll in Spring  
- If a student did not bring AP/IB credits for FWRT, or take in Fall, they MUST enroll in Spring (ENG 101, ENG 181 or CPLT 110)  
- If a student does not pass Health 100, they MUST repeat next Fall (2017)  
- If a student does not pass PACE 101, a “U” will be assigned as the final. Not re-take is allowed. |
| 4. Remind Students to Submit AP/IB or A Levels if they have these credits AND check that they POST IN OPUS. | - ALL AP/IB or A level scores MUST be submitted to the Office of Admission by last day of Fall 2016 (NO EXCEPTIONS)  
- Students are not notified if scores are received, they MUST CHECK OPUS  
- If a test score has not been posted, please refer to the Office of Admission (Oxford Road Building) |
| 5. Discuss the Fall course selection and balance of schedule. What can stay the same or needs to change for Spring? | - What courses does student enjoy? Any that they do not?  
- Over-challenged or under-challenged?  
- Need assistance with study or time management skills? Refer to EPASS and Academic Coaches (www.emory.edu/ASST) |
| 6. Ask about courses in already placed in their shopping carts. | - What GERs have been completed? What remains?  
- Have they narrowed an academic area of focus or still exploring? |
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| 7. Promote a BALANCED schedule. Students should typically enroll in 15-17 credits. See notes for enrolling above 19 credits. | • First-year students will only be allowed to enroll in up 19 credits UNTIL their Fall grades post  
• If they have a GPA ≥3.0, they may enroll in up to 22 credits. This will not be an option until January. |
| 8. Majors/Minors can be declared in Spring—but DO NOT HAVE TO BE! | • Students may visit any department/program to declare a major  
• Once they do, the department will assign a major advisor (could still be you)  
• The major advisor will be the new advisor of record  
• The student will no longer appear in your Faculty Advising Center |
| 9. Pre-Professional advising is available. | • Pre-Business has open-hours EVERY day  
• Pre-Health: PHMO advising can be scheduled in ASST  
• Pre-Engineering (Dual Degree) advising can be scheduled in ASST  
• Pre-Law: No set pre-requisites or major, can be referred to the Career Center. |
| 10. Remind students that Add/Drop/Swap Works! | • First-year students may still not get their perfect schedules, but A/D/S works! A/D/S is open for 2 months.  
• Add/Drop/Swap will open on November, 21  
• Add/Drop/Swap will close on January 17 @ 11:59pm |
| 11. Share with student when/how they should reach you for the remainder of the Fall and Spring. | • We encourage, but do not require students to meet with you in the Spring before Fall pre-registration.  
• Please share when/how often you would like them to check-in with you after grades post and during the Spring. |
PACE 101 COURSE

All first-year students are required to enroll in PACE 101 during the Fall semester of their first-year. This course is worth one academic credit and introduces students to important college policies and procedures as well as academic and extracurricular opportunities on campus. Below you will find an outline of the requirements students must meet to pass the course, as well as a schedule for the semester and an outline of the topics covered.

PACE 101 New Course Design Fall 2016

Beginning in Fall 2016, the PACE 101 course will move from 6 sections of 250 students to 30 sections of 50 students. Thirty facilitators from OUE and Campus Life along with a student Orientation and Transition Leader (OTL) will lead weekly discussions and activities on various topics and requirements designed by staff from OUE and Campus Life. During the 50 minutes class sessions, students will receive weekly announcements of current and future events/deadlines and participate in discussions and activities.

Students are REQUIRED to attend ALL 12 sessions to earn satisfactory credit for PACE 101. They are allowed to miss up to two sessions, however must complete make-up assignments to earn credit for the missed sessions. There are three out-of-class activities (Library, Career Center and Emory Arts) in which students must attend an event and complete an activity between September and December. Students will also complete three surveys during the term. The surveys will evaluate Orientation, their place at Emory (mid-term) and the PACE 101 course. Students completing all requirements for the course will receive a passing grade of “S” and one academic credit.

PACE 101 Session Topics and Requirements

Students will receive a complete syllabus on the first day of class. All materials will also be posted in their CANVAS course. Students MUST sign up for one section on August 23. They must finalize their PACE 101 section by the end of Add/Drop/Swap August 31.

1. Students MUST attend weekly sessions and participate in class sessions and outside activities

   - **Week of August 22**
     Welcome to Emory and PACE 101
   - **Week of August 29**
     College is not High School: Study Habits and Academic Resources
   - **Week of September 5**
     What is My Place at Emory? Where do I Belong?
   - **Week of September 12**
     How and what do I choose?
   - **Week of September 19**
     Experiential Learning: Undergraduate Research and Internships
   - **Week of September 26**
     Promoting your health and wellbeing at Emory
   - **Week of October 3**
     Majors/Minors and Career Explorations
   - **Week of October 10**
     Emory History and Traditions
   - **Week of October 17**
     Nature of Evidence: What is Evidence?
   - **Week of October 24**
     Summer Opportunities: What will my first summer look like?
   - **Week of October 31**
     Academic Advising
   - **Week of November 7**
     Reflecting and Looking Ahead (Last Week of PACE 101)
   - **Week of November 21**
     Thanksgiving Holidays
   - **Week of December 5**
     End of Classes: NO PACE 101 FINAL
2. Students must attend the required events/complete follow-up activities

Out-Class- Activities (Attend and complete reflection)
Students must complete three out-of-class activities, one for Emory Arts, one for the Career Center, and one for the Library during the months of September, October and November. One activity must be completed by the end of each month. Students are allowed to complete all three earlier than December. If one of the required activities is not completed by the end of the month, the student will have to complete an additional activity in order to earn credit.

- Emory Arts Event and Reflection
- Career Center Event and Reflection
- Library Worksheet
- Carter Town Hall Meeting, September 14 (Attend only, no reflection)

3. Attend two advising meetings with PACE Advisors

- Monday, August 22
- Beginning of November (before pre-registration for Spring)
## ACADEMIC CALENDAR 2016-2017

The official Emory College Academic Calendar may be found online. Please visit the [College Calendar](#) online for the most current dates.

### AUGUST

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<th>Date</th>
<th>Events</th>
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<tr>
<td>Saturday, August 20</td>
<td>Orientation: First-year students arrive on campus.</td>
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<tr>
<td>Monday, August 22</td>
<td>• Advising Meeting with First-Year Students from 9:00am - 12:00pm</td>
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<td>• Academic Showcase – Liberal Arts Fair from 1:30pm - 3:00pm.</td>
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<td></td>
<td>• Location: Cox Hall Ballroom</td>
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<tr>
<td>Tuesday, August 23</td>
<td>• Registration Appointment for First-Year Students</td>
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<td>• Second Appointment 8:45am - 3:00pm (start times are staggered)</td>
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<td>• Convocation for First-Year Class: Woodruff P.E. Center at 4:30pm</td>
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<td>Wednesday, August 24</td>
<td>• First Day of Classes</td>
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<td>• Add/Drop/Swap begins</td>
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<td>• PACE 101 Sessions Begin</td>
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<td>• Student Activities Fair: McDonough Field, 7:30pm - 9:30pm</td>
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<tr>
<td>Wednesday, August 31</td>
<td>• Add/Drop/Swap ends at 11:59pm</td>
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<td>• The Office for Undergraduate Education is open from 8:00am – 5:00pm for academic support appointments.</td>
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### SEPTEMBER

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<th>Date</th>
<th>Events</th>
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<tr>
<td>Friday, September 9</td>
<td>Last Day for Grading basis changes (LG/SU)</td>
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<td><strong>OCTOBER</strong></td>
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</tr>
<tr>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Monday, October 10 – Tuesday, October 11</td>
<td>Fall Break</td>
</tr>
<tr>
<td>Friday, October 14</td>
<td>4:00pm: Partial Withdrawal Deadline Without Academic Penalty</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>NOVEMBER</strong></th>
<th><strong>Advising Weeks</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, October 31 – Friday, November 11</td>
<td>First-year students will schedule a pre-registration meeting with their faculty advisor.</td>
</tr>
<tr>
<td>Friday, November 11</td>
<td>4:00pm: One-Time Partial Withdrawal Deadline</td>
</tr>
<tr>
<td>Monday, November 14 – Wednesday, November 16</td>
<td><strong>Direct Enrollment: First-Year Registration Appointments</strong></td>
</tr>
<tr>
<td>Monday, November 21</td>
<td>Add/Drop/Swap opens at 12:01am, ends Tuesday, January 17, 2017.</td>
</tr>
<tr>
<td>Wednesday, November 23 – Friday, November 25</td>
<td><strong>Thanksgiving Holiday</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>DECEMBER</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, December 6</td>
<td>Last Day of Classes for Emory College</td>
</tr>
<tr>
<td>Thursday, December 8 – Wednesday, December 14</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Thursday, December 15</td>
<td>Residence Halls close for Winter Break (12:00 PM)</td>
</tr>
<tr>
<td>Saturday, December 17</td>
<td>AP/IB and transfer credits must be posted by the Office of Admission to receive credit.</td>
</tr>
</tbody>
</table>
**JANUARY**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday, January 8</td>
<td>Residence Halls Open</td>
</tr>
<tr>
<td>Tuesday, January 10</td>
<td>First Day of Classes</td>
</tr>
<tr>
<td>Monday, January 16</td>
<td>MLK Holiday</td>
</tr>
<tr>
<td>Tuesday, January 17</td>
<td>Add/Drop/Swap ends at 11:59pm</td>
</tr>
<tr>
<td>Thursday, January 19</td>
<td>Deadline for Letter Grade/Satisfactory- Unsatisfactory Changes (Spring Semester)</td>
</tr>
</tbody>
</table>

**MARCH**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, March 3</td>
<td>4:00pm: Deadline for Withdrawal Without Academic Penalty</td>
</tr>
<tr>
<td>Monday, March 6 – Friday, March 10</td>
<td>Spring Break</td>
</tr>
<tr>
<td>Monday, March 20 – Friday, March 30</td>
<td><strong>Advising Week</strong>&lt;br&gt;First Years (Students with Earned hours 0-44.99)</td>
</tr>
<tr>
<td>Friday, March 31</td>
<td>4:00pm: Deadline for One-Time Partial Withdrawal</td>
</tr>
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</table>

**APRIL**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Wednesday, April 3 – 5</td>
<td>Last Day for Grading basis changes (LG/SU)</td>
</tr>
<tr>
<td>Monday, April 10</td>
<td>Add/Drop/Swap opens at 12:01am</td>
</tr>
<tr>
<td>Monday, April 24</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>Thursday, April 27 – Wednesday, May 3</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>
PROGRAM CHANGES FOR 2016-2017

AP/IB Updates
Beginning in Fall 2016, AP Environmental Science credit should be counted as ENVS 130: Environmental Sciences (3 credit hours, SNT).

New Programs and Majors
Dual Degree Program with the School of Nursing
- Beginning in Fall 2017, ECAS will offer a new dual degree program with the Nell Hodgson Woodruff School of Nursing.
- This program is designed for students who want to pursue a nursing degree, but also have academic interests in the College.
- It allows students to complete both a major in the College and the BSN program over five years; students who complete the program will receive a BA or BS and a BSN degree.

Joint Major in Spanish and Linguistics
- A new BA joint major in Spanish and Linguistics will be offered beginning in Fall 2017.

New Minors and Concentrations
Center for the Study of Human Health
- Emory College will now offer a new joint Emory College/BBA Concentration in Business and Health Innovation.

Physics
- BS in Applied Physics: This degree is closed and is being replaced by the BS in Engineering Sciences.

Program in Ancient Mediterranean Studies
- New Minor in Ancient Mediterranean Studies

Updates to Majors
The Institute for Quantitative Theory and Methods
- The QSS Major has added two concentrations, NBB and English, and has removed the Human Health Concentration from the list of offerings.

Programs Removed or Suspended
Medieval Studies Program
The Major and Minor in Medieval and Renaissance Studies has been suspended.

REMINDERS: PROGRAM CHANGES FROM 2015-2016

Majors Offered Updates
French
- BA in French now offers two tracks:
  - Regular French language track
  - New interdisciplinary track (French and Interdisciplinary Studies)

Mathematics and QTM
- BS in Applied Mathematics and Statistics is now offered

Physics
- BA in Physics for Life Sciences: This degree is suitable for pre-health students interested in physics, and any students interested in both physics and the life sciences.
- BS in Biophysics (offered Spring 2016): This degree is for students who want a rigorous foundation in both physics and biophysics.
- BS in Engineering Sciences (will be offered beginning Spring 2016): This degree is suitable for students interested in professions that interface with engineers, such as engineering management and patent law; and students planning to pursue a graduate degree in engineering.
  - Three tracks are available: Engineering Physics, Materials Science (which includes many chemistry courses), and Geosciences (which includes many courses in Environmental Science).
- BS in Applied Physics: This degree is closed and is being replaced by the BS in Engineering Sciences.

Spanish and Portuguese
- BA in Spanish and Portuguese. This is a combined program with both languages and should not be confused with separate programs in Spanish and Portuguese. This does not affect the currently listed BA in Spanish.

Minors Offered Updates
The following departments have added new minors beginning Fall 2015:
- Human Health: Nutrition
- Environmental Sciences: Sustainability Science
- Environmental Sciences: Earth and Atmospheric
DEPARTMENT CONTACTS APPROPRIATE FOR FIRST-YEAR STUDENTS

Your advisees may have questions about specific departments or programs that you cannot answer. Below is a list of faculty or department administrators who are prepared to answer first-year advising questions. These contacts will be accessible during Orientation and the Add/Drop/Swap period.

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>NAME</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>African American Studies</td>
<td>Brett Gadsden</td>
<td>2-9442</td>
</tr>
<tr>
<td>African Studies</td>
<td>Kristen Phillips</td>
<td>7-9551</td>
</tr>
<tr>
<td>American Studies</td>
<td>Peter Wakefield</td>
<td>7-9659</td>
</tr>
<tr>
<td>American Studies</td>
<td>Kim Loudermilk</td>
<td>7-4227</td>
</tr>
<tr>
<td>Ancient Mediterranean Studies</td>
<td>Cynthia Patterson</td>
<td>7-4465</td>
</tr>
<tr>
<td>Anthropology</td>
<td>Kaitlin Tracy</td>
<td>7-7518</td>
</tr>
<tr>
<td>Arabic</td>
<td>Rkia Cornell</td>
<td>7-8212</td>
</tr>
<tr>
<td>Art History</td>
<td>Linda Merrill</td>
<td>7-0514</td>
</tr>
<tr>
<td>Biology</td>
<td>Rachelle Spell</td>
<td>7-5828</td>
</tr>
<tr>
<td>Biology</td>
<td>Barbara Shannon</td>
<td>7-6294</td>
</tr>
<tr>
<td>Business School</td>
<td>Jessica Lowy</td>
<td>7-2713</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Doug Mulford</td>
<td>7-6989</td>
</tr>
<tr>
<td>Chinese</td>
<td>Rong Cai</td>
<td>7-5208</td>
</tr>
<tr>
<td>Classics</td>
<td>Louise Pratt</td>
<td>7-7593</td>
</tr>
<tr>
<td>Comparative Literature</td>
<td>Kathy Ly-Nguyen</td>
<td>7-7994</td>
</tr>
<tr>
<td>Computer Science</td>
<td>Steve LaFleur</td>
<td>7-0885</td>
</tr>
<tr>
<td>Creative Writing</td>
<td>Paula Vitaris</td>
<td>7-4683</td>
</tr>
<tr>
<td>Dance</td>
<td>George Staib</td>
<td>7-7267</td>
</tr>
<tr>
<td>East Asian Studies</td>
<td>Tonio Andrade</td>
<td>7-4469</td>
</tr>
<tr>
<td>Economics</td>
<td>Huge Mialon</td>
<td>7-0355</td>
</tr>
<tr>
<td>English</td>
<td>Erwin Rosinberg/Major/200 Levels</td>
<td>7-4553</td>
</tr>
<tr>
<td>English</td>
<td>David Fisher/FWRT</td>
<td>7-6192</td>
</tr>
<tr>
<td>Environmental Sciences</td>
<td>John Wegner</td>
<td>7-4206</td>
</tr>
<tr>
<td>Film Studies and Media Studies</td>
<td>Maureen Downs</td>
<td>7-6761</td>
</tr>
<tr>
<td>French</td>
<td>Lilia Coropceanu</td>
<td>7-7578</td>
</tr>
<tr>
<td>German Studies</td>
<td>Marianna Lancaster</td>
<td>7-1032</td>
</tr>
<tr>
<td>Greek Studies</td>
<td>Louise Pratt</td>
<td>7-7593</td>
</tr>
<tr>
<td>Health and Physical Education</td>
<td>Paula Anderson</td>
<td>7-6527</td>
</tr>
<tr>
<td>Hebrew</td>
<td>Ofra Yeglin</td>
<td>7-0414</td>
</tr>
<tr>
<td>Hindi</td>
<td>Brijesh Samarth</td>
<td>2-9934</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>NAME</td>
<td>PHONE</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>--------------------</td>
<td>--------</td>
</tr>
<tr>
<td>History</td>
<td>Beck Herring</td>
<td>7-3868</td>
</tr>
<tr>
<td>Human Health</td>
<td>Agnes Mackintosh</td>
<td>7-8766</td>
</tr>
<tr>
<td>IDS</td>
<td>Peter Wakefield</td>
<td>7-9659</td>
</tr>
<tr>
<td>IDS</td>
<td>Kim Loudermilk</td>
<td>7-4227</td>
</tr>
<tr>
<td>International Studies (POLS)</td>
<td>Michael L. Owens</td>
<td>7-9322</td>
</tr>
<tr>
<td>Italian Studies</td>
<td>Christine Ristaino</td>
<td>7-6437</td>
</tr>
<tr>
<td>Jewish Studies</td>
<td>Catherine Dana</td>
<td>7-4649</td>
</tr>
<tr>
<td>Korean</td>
<td>Sun-Chul Kim</td>
<td>7-2178</td>
</tr>
<tr>
<td>Latin</td>
<td>Louise Pratt</td>
<td>7-7593</td>
</tr>
<tr>
<td>Latin American &amp; Carib. Studies</td>
<td>Robert Goddard</td>
<td>7-6519</td>
</tr>
<tr>
<td>Linguistics</td>
<td>Marjorie Pak</td>
<td>7-8077</td>
</tr>
<tr>
<td>Math</td>
<td>Steve LaFleur</td>
<td>7-0885</td>
</tr>
<tr>
<td>Middle Eastern &amp; So. Asian Studies</td>
<td>Scott Kugle</td>
<td>7-2916</td>
</tr>
<tr>
<td>Music</td>
<td>Derrick Montgomery</td>
<td>7-1124</td>
</tr>
<tr>
<td>Neuroscience &amp; Behavioral Biology</td>
<td>Keith Easterling</td>
<td>7-4743</td>
</tr>
<tr>
<td>Nursing School</td>
<td>Office</td>
<td>7-7980</td>
</tr>
<tr>
<td>Persian</td>
<td>Hossein Samei</td>
<td>7-5562</td>
</tr>
<tr>
<td>Philosophy</td>
<td>Mark Risjord</td>
<td>7-2160</td>
</tr>
<tr>
<td>Physics</td>
<td>Jed Brody</td>
<td>7-5580</td>
</tr>
<tr>
<td>Political Science</td>
<td>Rosy Gomez</td>
<td>7-5215</td>
</tr>
<tr>
<td>Quantitative Theory &amp; Methods</td>
<td>Zhiyun Gong</td>
<td>7-4117</td>
</tr>
<tr>
<td>Portuguese</td>
<td>Ana Teixeira</td>
<td>7-2691</td>
</tr>
<tr>
<td>Psychology</td>
<td>Barbara Strock</td>
<td>7-2999</td>
</tr>
<tr>
<td>REALC</td>
<td>Noriko Takeda</td>
<td>7-2418</td>
</tr>
<tr>
<td>REALC (Chinese)</td>
<td>Rong Cai</td>
<td>7-5208</td>
</tr>
<tr>
<td>REALC (Japanese)</td>
<td>Julia Bullock</td>
<td>7-2168</td>
</tr>
<tr>
<td>REALC (Russian-REES)</td>
<td>Sun-Chul Kim</td>
<td>7-2178</td>
</tr>
<tr>
<td>Religion</td>
<td>Joy Wasson</td>
<td>7-7566</td>
</tr>
<tr>
<td>Scholarships &amp; Fellowships</td>
<td>Megan Friddle</td>
<td>2-7936</td>
</tr>
<tr>
<td>Sociology</td>
<td>Jeff Mullis</td>
<td>7-0181</td>
</tr>
<tr>
<td>Spanish &amp; Portuguese</td>
<td>H. Robyn Clarke</td>
<td>7-6596</td>
</tr>
<tr>
<td>Theater Studies</td>
<td>Matt Jordan</td>
<td>7-6751</td>
</tr>
<tr>
<td>Tibetan</td>
<td>Tsepak Rigzin</td>
<td>2-2099</td>
</tr>
<tr>
<td>Women’s, Gender, &amp; Sexuality Studies</td>
<td>Tia William</td>
<td>7-4598</td>
</tr>
<tr>
<td>Writing Center</td>
<td>Mandy Suhr-Sytsma</td>
<td>7-6407</td>
</tr>
</tbody>
</table>
While our first-year students are just getting accustomed to Emory policies and requirements, we hope that one day they will graduate. This section will outline Graduation Requirements, General Education Requirements (GERs) and First-Year Requirements. All requirements are listed in the College Catalog under the Academics Tab. In addition, this section highlights advising and support services that will help students thrive at Emory. We have also collected advising resources from academic departments, the Office for Undergraduate Education and Campus Life that you may use with your first-year advisees.

**ACADEMIC REQUIREMENTS, ADVISING & SUPPORT SERVICES**

**GRADUATION REQUIREMENTS**

To complete a degree from Emory College, students must manage their academics requirements. The graduation requirements are also listed in the College Catalog and outline that students must:

- Complete a minimum of 127 hours
  - 124 academic credits
  - 2 courses in physical education
  - 1 course personal health (HLTH 100)
  - Complete a minimum of 32 academic courses (3 credits or more)

- Complete one major
  - May complete two majors OR
  - May complete one major and one minor
  - Maintain a cumulative GPA >1.9 (2.0 in Senior Year)

**GENERAL EDUCATION REQUIREMENTS (GERs)**

The General Education Requirements may be completed throughout the Emory career. All GERs are listed in the College Catalog. Courses listed under Departments and Programs include GER tags.

<table>
<thead>
<tr>
<th>Area 1</th>
<th>FSEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area 2</td>
<td>FWRT</td>
</tr>
<tr>
<td>Area 3</td>
<td>WRT</td>
</tr>
<tr>
<td>Area 4</td>
<td>MQR</td>
</tr>
<tr>
<td>Area 5</td>
<td>SNT</td>
</tr>
<tr>
<td>Area 6</td>
<td>HSC</td>
</tr>
<tr>
<td>Area 7</td>
<td>HAP</td>
</tr>
<tr>
<td>Area 7</td>
<td>HAL</td>
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<td>Area 8</td>
<td>HLTH</td>
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<tr>
<td>Area 9</td>
<td>PED</td>
</tr>
<tr>
<td>PACE</td>
<td></td>
</tr>
</tbody>
</table>

- Area 1: First-Year Seminar Class
- Area 2: First-Year Writing Requirement
- Area 3: Continued Writing Requirement
- Area 4: Math & Quantitative Reasoning
- Area 5: Science, Nature, Technology
- Area 6: History, Society, Cultures
- Area 7: Humanities, Arts, Performance
- Area 7: Humanities, Arts, Language
- Area 8: Personal Health
- Area 9: Physical Education & Dance
- PACE: Pre-Majoring Advising Connections at Emory

**Must be completed in first year**

**Must be completed during Emory College career to fulfill General Education Requirements**
FIRST-YEAR REQUIREMENTS AND COURSE LOADS
The following courses must be taken within the first year of enrollment at Emory College (some are required in the first semester, as noted below). Fall and Spring (tentative) courses are listed in the College Course Atlas. Students may search courses by subject, by department by GER or by View for First Year Students

- PACE 101: Fall semester only
- Health 100: Fall semester only
- First-year writing requirements: AP/IB, Fall, Spring, or summer semesters
- First-year Seminars: Fall or Spring semesters

As indicated in the advising checklist, here are some other advising tips for working with first-year students.

- First year students should enroll in 17-19 credits including PACE 101 and Health 100
- After the first semester, students should enroll in 15-17 academic credits each semester
- Students have 4 years/8 semesters to complete their GERs, they don’t have to complete in their first year
- Check Course Atlas to see when courses are offered for the Fall only, Spring only or both

Course loads will differ by student and plans of study. The following are general guidelines for course loads.

Normal course load for first semester First-Year students:

- 17-19 credits (This includes PACE 101 and Health 100)
- Courses that can count for different GERs
- NO OVERLOADS allowed

Normal course load for Emory College Students after the first semester:

- 15-17 per semester for students to finish in eight semesters
- Students are permitted to take 12-19 any semester
- With a 3.0 GPA, students can take a maximum of 22 hours, plus physical education and applied music in any one semester

AP AND IB EXAMS AND COURSE EQUIVALENTS
All Advanced Placement (AP) and International Baccalaureate (IB) credit must be transferred and recorded on the student’s official transcript no later than the last day of the Fall 2016 Semester. Here are the policies in brief, which may also be reviewed in the College Catalog under the Academics Tab.

- No student will receive both AP and IB credit for the same course.
- A student may receive a maximum of 24 hours of credit for AP test scores, IB test scores, or college courses (previous or transient).
- Emory College will grant acceleration credit for courses beyond the 24 hours, but no additional credits will be given and no additional GERs will be fulfilled.
- Students earning credit in Emory College on the basis of AP or IB examinations should consult with the appropriate college department regarding the course level at which to continue their study of those subjects at Emory.
- All AP/IB and transfer credits must be submitted to the Office of Admission by the last day of their first Fall semester- NO EXCEPTIONS
## ADVANCED PLACEMENT CREDIT COURSE EQUIVALENCIES

AP Credit awarded for a score of 4 or 5

<table>
<thead>
<tr>
<th>AP TEST</th>
<th>CREDITS</th>
<th>EQUIVALENT COURSE</th>
<th>GER AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3</td>
<td>ARTHIST 101 or 102</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
<tr>
<td>Biology</td>
<td>3</td>
<td>BIOL 141 (Lecture Only)</td>
<td>Area V (SNT) - ½ Area</td>
</tr>
<tr>
<td>Calculus-AB</td>
<td>3</td>
<td>MATH 111</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>Calculus-BC</td>
<td>6</td>
<td>MATH 111 and 112z</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
<td>CHEM 141</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Chinese Language and Culture</td>
<td>3</td>
<td>CHN 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Computer Science-A</td>
<td>3</td>
<td>CS 170</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>Economics-Macro</td>
<td>3</td>
<td>ECON 112</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>Economics-Micro</td>
<td>3</td>
<td>ECON 101</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>*English Lang/Comp</td>
<td>3</td>
<td>ENG 101</td>
<td>Area II (FWRT) - Total I</td>
</tr>
<tr>
<td>*English Lit/Comp</td>
<td>3</td>
<td>ENG 181 or CPLT</td>
<td>Area II (FWRT) - Total I</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>3</td>
<td>ENVS 130</td>
<td>Elective Credit</td>
</tr>
<tr>
<td>European History</td>
<td>3</td>
<td>No equivalent</td>
<td>History Elective</td>
</tr>
<tr>
<td>French Language and Culture</td>
<td>3</td>
<td>FREN 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>German Language and Culture</td>
<td>3</td>
<td>GER 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Gov’t &amp; Pols. Comparative</td>
<td>3</td>
<td>POLS 120</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>Gov’t &amp; Pols. US</td>
<td>3</td>
<td>POLS 100</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>Italian Language and Culture</td>
<td>3</td>
<td>ITAL 102</td>
<td>Area VII (HALS) - ½ Area</td>
</tr>
<tr>
<td>Japanese Language and Culture</td>
<td>3</td>
<td>JPN 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Latin Languages and Culture</td>
<td>3</td>
<td>LAT 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Music Theory</td>
<td>3</td>
<td>MUS 121 (score of 5)</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
<tr>
<td>Music Theory</td>
<td>3</td>
<td>MUS 114 (score of 4)</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
<tr>
<td>Physics 1</td>
<td>3</td>
<td>PHYS 141</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Physics 2</td>
<td>3</td>
<td>PHYS 142</td>
<td>Area V (SNT) - ½ Area-Lab</td>
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**ADVANCED PLACEMENT CREDIT COURSE EQUIVALENCIES**

*AP Credit awarded for a score of 4 or 5*

<table>
<thead>
<tr>
<th>AP TEST</th>
<th>CREDITS</th>
<th>EQUIVALENT COURSE</th>
<th>GER AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics B (non-calculus based)</td>
<td>3</td>
<td>PHYS 141</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Physics C-Mech</td>
<td>3</td>
<td>PHYS 151</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Physics C-E&amp;M</td>
<td>3</td>
<td>PHYS 152</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>PSYC 111</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>*Spanish Language and Culture</td>
<td>3</td>
<td>SPAN 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>*Spanish Literature and Culture</td>
<td>3</td>
<td>SPAN 102</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Statistics</td>
<td>3</td>
<td>MATH 107</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>US History</td>
<td>3</td>
<td>No equivalent</td>
<td>History Elective</td>
</tr>
<tr>
<td>World History</td>
<td>3</td>
<td>No equivalent</td>
<td>History Elective</td>
</tr>
</tbody>
</table>

*A student may receive credit for either English Composition or English Literature, but not for both. Similarly, in Spanish, students can receive credit for one but not both exams offered.*

**INTERNATIONAL BACCALAUREATE CREDIT COURSE EQUIVALENCIES**

*IB Credit is awarded for a score of 5, 6, or 7 on Higher Level Exams*

<table>
<thead>
<tr>
<th>IB TEST</th>
<th>CREDITS</th>
<th>EQUIVALENT COURSE</th>
<th>GER AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arabic A1</td>
<td>3</td>
<td>ARAB Elective or ARAB 102 if eligible <em>/</em>*</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Arabic B</td>
<td>3</td>
<td>ARAB 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Biology</td>
<td>3</td>
<td>BIOL 141</td>
<td>Area V (SNT) - ½ Area</td>
</tr>
<tr>
<td>Business &amp; Management</td>
<td>3</td>
<td>No equivalent</td>
<td>Business elective</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
<td>CHEM 141</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Classical Greek</td>
<td>3</td>
<td>GRK 102 †</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Computer Science</td>
<td>3</td>
<td>CS 170</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>Dance</td>
<td>3</td>
<td>DANC 229</td>
<td>Area VII (HAP) - Total IV</td>
</tr>
<tr>
<td>Economics</td>
<td>3</td>
<td>ECON 101</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>English A</td>
<td>3</td>
<td>ENG 101 †</td>
<td>Area II (FWRT) - Total II</td>
</tr>
<tr>
<td>English A2</td>
<td>3</td>
<td>ENG 101 †</td>
<td>Area II (FWRT) - Total II</td>
</tr>
<tr>
<td>English B</td>
<td>3</td>
<td>ENG 101 †</td>
<td>Area II (FWRT) - Total II</td>
</tr>
</tbody>
</table>
### INTERNATIONAL BACCALAUREATE CREDIT COURSE EQUIVALENCIES

IB Credit is awarded for a score of 5, 6, or 7 on Higher Level Exams

<table>
<thead>
<tr>
<th>IB TEST</th>
<th>CREDITS</th>
<th>EQUIVALENT COURSE</th>
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<tbody>
<tr>
<td>Film</td>
<td>3</td>
<td>No equivalent</td>
<td>FILM elective</td>
</tr>
<tr>
<td>French A1</td>
<td>3</td>
<td>FREN Elective or FREN 102 if eligible <em>/</em>*</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>French A2</td>
<td>3</td>
<td>FREN 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>French B</td>
<td>3</td>
<td>FREN 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>German A1</td>
<td>3</td>
<td>GER Elective or GER 102 if eligible <em>/</em>*</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>German B</td>
<td>3</td>
<td>GER 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Hindi B</td>
<td>3</td>
<td>HNDI 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>History</td>
<td>3</td>
<td>No equivalent</td>
<td>History elective credit</td>
</tr>
<tr>
<td>History (African)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (Americas)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (Asia &amp; Middle East)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (Asia &amp; Oceania)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (E &amp; SE Asia and Oceania)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (Europe &amp; Middle East)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (Europe)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History (S Asia &amp; M. East inc. N. Africa)</td>
<td>3</td>
<td>No equivalent</td>
<td>HIST elective credit</td>
</tr>
<tr>
<td>History of Islamic World</td>
<td>3</td>
<td>No equivalent</td>
<td>Middle Eastern Studies elective</td>
</tr>
<tr>
<td>Italian B</td>
<td>3</td>
<td>ITAL 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Japanese A1</td>
<td>3</td>
<td>JPN Elective or JPN 102 if eligible <em>/</em>*</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Korean A1</td>
<td>3</td>
<td>KRN Elective or KRN 102 if eligible <em>/</em>*</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Latin</td>
<td>3</td>
<td>LAT 102 †</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Mandarin B (or Chinese)</td>
<td>3</td>
<td>CHN 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>MATH 111</td>
<td>Area IV (MQR) - Total IV</td>
</tr>
<tr>
<td>Music</td>
<td>3</td>
<td>MUS 101</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
<tr>
<td>Philosophy</td>
<td>3</td>
<td>PHIL 100</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
</tbody>
</table>
## INTERNATIONAL BACCALAUREATE CREDIT COURSE EQUIVALENCIES

IB Credit is awarded for a score of 5, 6, or 7 on Higher Level Exams

<table>
<thead>
<tr>
<th>IB TEST</th>
<th>CREDITS</th>
<th>EQUIVALENT COURSE</th>
<th>GER AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>3</td>
<td>PHYS 141</td>
<td>Area V (SNT) - ½ Area-Lab</td>
</tr>
<tr>
<td>Portuguese</td>
<td>3</td>
<td>PORT 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>PSYC 111</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>Russian B</td>
<td>3</td>
<td>RUSS 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Social Anthropology</td>
<td>3</td>
<td>ANT 101</td>
<td>Area VI (HSC) - ½ Area</td>
</tr>
<tr>
<td>Spanish A1</td>
<td>3</td>
<td>SPAN Elective or SPAN 102 if eligible †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Spanish A2</td>
<td>3</td>
<td>SPAN 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Spanish B</td>
<td>3</td>
<td>SPAN 102 †**</td>
<td>Area VII (HAL) - ½ Area</td>
</tr>
<tr>
<td>Theater Arts</td>
<td>3</td>
<td>THEA 100</td>
<td>Area VII (HAP) - ½ Area</td>
</tr>
</tbody>
</table>

* For all Group 1 and 2 courses it must be determined whether or not the student took the IB course in her or his native language. If the course was taken in the native language, elective credit only should be awarded. If the course was taken in a language other than the student’s native language, then the indicated Emory equivalent should be awarded.

** This course equivalent is for the purpose of awarding credit only and does not indicate a student’s level of placement in a language. Students taking Language B exams may be placed in a higher language course and should take the relevant placement test to determine the appropriate course to take.

†A student may receive credit for only one English IB test and for one test in a particular language, either in Group 1 or Group 2.
DEPARTMENT ADVISING
Several departments have specific advising tips for first-year students this Fall. If students have questions beyond information posted here, or about a department not listed, please refer them to the contact listed for the department.

Biology Department Advising Tips for Fall 2016
• There are no pre-requisites for Biology 141, however many students are advised to take Chemistry 141 prior to or at the same time as Biology 141.
• If your advisee already registered for two lab science courses, you should ask about his/her science preparation in high school.
• You may also ask students about how many topics per hour they completed on the GCAT (to help gauge strength of science skills. Students who learned 3.0 topics per hour or less should be advised to start with one lab science course. (See GCAT information in Chemistry advising section below)
• If students have questions about their readiness to start with Biology 141 AND/OR Chemistry 141 or another lab science/math course, PACE advisors should recommend that students speak with a Biology or Chemistry representative at the Academic Showcase on Monday, August 22.
• Students with AP credit for Biology 141 and who plan to continue with Biology 142 in the Spring MUST register for Biology 141 Lab class in the Fall. They may also register for Biology 240.
• Students with AP credit who do not complete the Biology 141 Lab at Emory will not be allowed to enroll in Biology 142 or Biology 142 Lab in the Spring semester.
• Biology Majors: will be required to take 3 Math classes for the B.S. in Biology: 2 Calculus classes and QTM100. Students with AP Calculus credit (AB) should register for Math 116 in the Fall or Spring. Students with AP Calculus credit (BC) only need to complete QTM100 for the major.

Chemistry Department Advising Tips for Fall 2016
• Enrollment in Chemistry 141 requires completion of the General Chemistry Assessment Test (GCAT) which is available between June 1, 2016 and August 31, 2016.
• The Department of Chemistry strongly recommends that interested students complete the GCAT (see below) well in advance of their arrival on campus. If your advisees have not completed this by your advising meeting, please encourage them to do so as soon as possible.
• CHEM 221z is an invitation-only course for freshmen students who received a four or a five on the AP Chemistry Test. Students with questions should contact Dr. Soria directly.
• If a student earned a four or five on the Chemistry AP test AND is considering chemistry as a major AND has met with Dr. Jose Soria BUT did not get into CHEM 221z, s/he may enroll in another section of 221 OR enroll in CHEM 142 in the Spring. Encourage students to consult a chemistry faculty member for advice about what would be best.

General Chemistry Assessment Test (GCAT)
• The GCAT will count for 3% of a student’s total grade in General Chemistry 1 (CHEM 141).
• Ask students that took the GCAT to login into ALEKS and see the time spent on “topics learned per hour”.
• Topics per hour indicate if a student is prepared to start with one lab science or two. Students who learned 3.0 topics per hour or less should be advised to start with one lab science course.
• The Chemistry department recommends that if a student is below this number, they should enroll in only one science course during their first semester and possibly first year (performance in Fall can help determine appropriate course selection for Spring).
• If a student is staring with one science, it is typically Chemistry, although could be in a different department (Biology, Physics, or other).

Contact Information:
• Rachelle Spell, 404-727-5828, rspell@emory.edu
• Website: http://biology.emory.edu/

Contact Information:
• Doug Mulford, 404-727-6989, dmulfor@emory.edu
• Website: http://chemistry.emory.edu/home/undergraduate/overview/gcat.html
Foreign Language Placement
Language placement is handled in various ways by the different language departments: some courses require placement tests, others have prerequisites. Departments with placement tests require students to take a language placement test over the summer or before enrollment. Please refer students to the Blue and Gold pages page 22 for information on which languages require placement exams.

• Remind students that for departments which require a placement test, the placement test must be completed prior to enrollment.

• Students planning to study a language that they began in high school may be best served by enrolling in a language course during the first or second semester, if the courses are open.

• Students who wish to study abroad in Italy should meet with the Italian department (Judy Raggi Moore) to discuss specific requirements before enrolling in Italian courses.

• No credit is awarded for courses from which a student is exempted as a result of placement.

• For placements in a foreign language course, students will speak to a foreign language advisor or take a placement test.

• Placement can be reviewed by course instructors/department after classes begin.

• Sequential courses in languages should be taken at the same institution.

OFFICE FOR UNDERGRADUATE EDUCATION (OUE)
Office for Undergraduate Education (OUE)
Quick Contacts
The Office for Undergraduate Education (OUE) promotes the academic development of Emory College students from matriculation to graduation. The OUE handles issues related to:

• Registration
• Course selection
• Academic honor and integrity
• Academic advising
• Academic support (tutoring and mentoring)
• The College’s policies and procedures
• Scholarships, research, and distinctive programs

If students need academic support, OUE can suggest some strategies on how and where to study. Also, students can schedule an appointment with a learning specialist or academic coach. Appointments for many OUE staff and academic services are available through http://emory.edu/asst.

Contact Information

• Main Office: 404-727-6069, 300 White Hall
• Website: http://college.emory.edu/oue/
• General Advising Questions-Email: oue.advising@emory.edu
• Academic advising appointments for students scheduled in ASST: http://emory.edu/asst/
• Deans open hours: http://college.emory.edu/oue/about-us/deans-open-hours.html
• Academic Concern/Form for faculty: Complete an academic concern form for any students or advisees: https://emorycollege-insight.sympli.../care_report/
Office for Undergraduate Education (OUE) Quick Contacts Cont.

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>NAME</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Advising: Director</td>
<td>Jason Breyan</td>
<td>7-4074</td>
</tr>
<tr>
<td>Academic Advising: Assistant Director General/Student Concerns</td>
<td>Lauren Braun</td>
<td>7-8339</td>
</tr>
<tr>
<td>Academic Advising: Assistant Director Seniors</td>
<td>Kate Doubler</td>
<td>7-6755</td>
</tr>
<tr>
<td>Academic Advising: Associate Director</td>
<td>Frank Gaertner</td>
<td>7-6160</td>
</tr>
<tr>
<td>ESL: English as a Second Language</td>
<td>Jane O’Connor</td>
<td>7-5300</td>
</tr>
<tr>
<td>ESL: English as a Second Language</td>
<td>Levine Arnsperger</td>
<td>2-1480</td>
</tr>
<tr>
<td>ESL: English as Second Language</td>
<td>Shan Mukhtar</td>
<td>7-5300</td>
</tr>
<tr>
<td>Senior Associate Dean</td>
<td>Joanne Brizinski</td>
<td>7-6054</td>
</tr>
<tr>
<td>Assistant Dean: Academic Advising</td>
<td>Jason Breyan</td>
<td>7-4074</td>
</tr>
<tr>
<td>Assistant Dean to Honor Council</td>
<td>Jason Ciejka</td>
<td>7-0674</td>
</tr>
<tr>
<td>Associate Dean, Seniors</td>
<td>Priscilla Echols</td>
<td>7-1499</td>
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<tr>
<td>Assistant Dean, Science</td>
<td>Cora MacBeth</td>
<td>7-5492</td>
</tr>
<tr>
<td>Associate Dean: International Students, ADSR Liaison, Oxford Continuees</td>
<td>Wendy Newby</td>
<td>7-5300</td>
</tr>
<tr>
<td>Associate Dean: PACE and PHMO</td>
<td>Shari Obrentz</td>
<td>7-5110</td>
</tr>
<tr>
<td>Honor Code/Honor Council</td>
<td>Blaire Wilson</td>
<td>7-8928</td>
</tr>
<tr>
<td>Orientation</td>
<td>Michael Toney</td>
<td>7-9236</td>
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<tr>
<td>OUE Front Desk</td>
<td>Alethia Snipes</td>
<td>7-6069</td>
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<tr>
<td>PACE Program</td>
<td>Tina McDowell</td>
<td>7-7373</td>
</tr>
<tr>
<td>PEER Tutoring &amp; Mentoring (EPASS) and Academic Coaches</td>
<td>Julie Loppacher</td>
<td>7-6425</td>
</tr>
<tr>
<td>PreHealth Mentoring Office</td>
<td>Shari Obrentz/Riakeem Kelley</td>
<td>7-6040</td>
</tr>
<tr>
<td>SIRE/SURE (Research)</td>
<td>Gillian Hue</td>
<td>7-9485</td>
</tr>
<tr>
<td>Scholarship and Fellowship Program</td>
<td>Folashade Alao</td>
<td>7-2753</td>
</tr>
<tr>
<td>Study Abroad and Transient Study (International)</td>
<td>Megan Friddle</td>
<td>2-7936</td>
</tr>
<tr>
<td>Summer School (Emory)</td>
<td>CIPA Office</td>
<td>7-2240</td>
</tr>
<tr>
<td>Transient Study (Domestic)</td>
<td>Mollie Korski</td>
<td>7-0671</td>
</tr>
<tr>
<td>Transient Study (Domestic)</td>
<td>Lyndia Stewart Castle</td>
<td>7-7305</td>
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</tbody>
</table>
Academic Support Services
The OUE offers academic support services to Emory College undergraduate students. The programs are designed to meet a broad range of immediate and long-term academic needs. Some Emory College students have never needed or used academic support services before. Recommendations to these resources can help normalize asking for help. Many of our strongest students use support services.

The OUE Academic Support Services Include:

- **Academic Coaches**
  The Academic Coaches Program is a peer-led academic support resources designed to facilitate the development of a wide array of study skills in the undergraduate population. During an appointment with an Academic Coach, students can anticipate working on time management, test-taking, and note-taking skills while being reintroduced to other student development resources available across campus. Appointments can be scheduled through ASST.

- **Academic Fellows**
  The Academic Fellows Program provides upper-class student mentors to first-year international students. The mentors provide links to the wide array of resources on campus and also help international students understand the culture of Emory College.

- **Learning Specialist**
  Consultations address issues of time management, study and organization skills, and a variety of special needs.

- **Tutoring**
  EPASS Tutoring is designed to provide content specific support whiles fostering the development of the independent learner. Any students enrolled in Emory College courses that are supported by EPASS is eligible for 2 hours of peer tutoring per week.

- **Weekly Group Sessions**
  EPASS Peer Mentoring offer weekly group sessions for BIOL141/142, CHEM141/142, CHEM221/222, PHYS141/142 and QTM100.

- **The Writing Center**
  The Writing Center offers support for writers with varying skills and abilities (struggling and experienced). Students may schedule appointments or visit during walk-in hours.

Contact Information

**EPASS (tutoring, mentoring, and academic coaches)**
- Julie Loppacher, Associate Director, 404-727-6425,
  Julie.s.loppacher@emory.edu
- Main Office: E301 Math & Computer Science Bldg
- Appointments: http://emory.edu/asst/
- Website: http://college.emory.edu/oue/student-support/epass

**Learning Specialist and Academic Fellows**
- Tammy Kim, Assistant Director, 404-727-8521, tammy.j.kim@emory.edu
- Main Office: SAAC, Suite 310, Clairmont Campus

**The Writing Center**
- Mandy Suhr-Sytsma, Director,
  writingcenter@emory.edu
- Main Office: 212 Callaway North
- Website: http://writingcenter.emory.edu/
Emory College ESL Program
The English as a Second Language (ESL) Program supports students in Emory College for whom English is an additional language.

ESL Program Services Include:
- The Emory English Assessment (EEA)
- ESL Supported Courses
- Tutoring Program

The Conversation Partners Program (in collaboration with the Center for the Advancement of Student Agency and Advocacy (CASA2)

Emory English Assessment (EEA)
International students who speak English as their second language are required to take the Emory English Assessment (EEA) during Orientation. Students will be notified of the date, time, and place to take the EEA during the summer via email to their Emory University email account. All students should frequently check their Emory email for updates about the EEA before coming to campus.

Eligible for exemption from the EEA: International students whose primary language is English; and, students who have AP/IB credit that exempts them from the first year writing requirement. International students who are eligible for exemption from the EEA must request an exemption in writing via email to oue.esl@emory.edu.

- The purpose of the EEA Test is to understand each student’s writing style and ability.
- The EEA consists of reading a short passage and short academic essay questions. The test is rated holistically. No grade is given, nothing appears on the student’s transcript, and only the ESL Program staff will view students’ test results.
- Information from the test is used to direct students to appropriate courses and resources for English language learners.
- Students who request and are granted exemption from taking the EEA are not eligible for registration into ESL supported courses. Students should only request EEA exemption if they are very confident in their English reading and writing skills, and do not plan to seek entry into an ESL supported course.

ESL Supported Courses
ENG101 Expository Writing
A permission-only course that fulfills Emory College’s First Year Writing Requirement (FWRT). Students are invited to enroll via email by the ESL Program course based on the results of the EEA and through the guidance of ESL Program staff. This course is open to new or transfer students who took the EEA and need to fulfill their first-year writing requirement.

As in all sections of English 101, students are expected to complete a variety of writing and communication projects that develop and enhance their writing, reading, speaking, and critical thinking skills. Additionally ESL Program ENG101 courses offer focused attention on writing, reading, and communication challenges common among English language learners.

ENG123 Communicative Grammar
A permission-only, 1 credit hour required grammar lab course that supplements ENG101. All students registered in an ESL Program ENG101 course must also be registered in an ENG123 course during the same semester. This course is also open to Korean military returnees and international transfer students who are not in ENG101 but wish to work on sentence-level mechanical and grammatical challenges that are common among college-level English language learners.

ENG221 Advanced Writing
A permission-only course that fulfill Emory College’s Humanities, Arts, and Performance Writing Requirement (HAPW). This course is open to new or transfer students who took the EEA and have completed their first year writing requirement, Korean military returning students, and students who have already taken ENG101 with ESL support.

As in all HAPW continuing writing courses, students are expected to complete a variety of writing and communication projects that allow them to demonstrate advanced skills in writing, research, presentation, and critical thinking. ESL Program courses offer focused attention on writing and communication challenges common among advanced college-level English language learners.

AMST201 Introduction to American Studies:
The ESL Program is collaborating with Emory College’s the American Studies Program to develop an ESL-supported online version of AMST201 Introduction to American Studies. This course fulfills Emory College’s HAPW requirement. This course is open to new or transfer students who took the EEA and have completed their first year writing requirement, Korean military returning students and students who have already taken ENG101 with ESL support.
Online Courses – Summer Session
The ESL Program offers two online courses over the summer that fulfill Emory College’s Humanities, Arts, and Performance Writing Requirement (HAPW): ENG221 Advanced Writing and AMST201 Introduction to American Studies. Students registered in either of the HAPW online summer courses have the option of also registering in an online version of ENG123 as a 1-credit hour supplementary lab.

- In the Emory College Course Atlas, ESL Program courses have course sections that end with the letter “P,” e.g. 00P, 01P, 02P.
- The ESL Program has to manually register students into ESL Program courses – they cannot self-register or be enrolled by another Emory College office.
- Students are invited to enroll in ESL Program courses via email. Registration is first-come-first-serve. Students will be much more likely to be placed in their desired course section if they respond to the invitation as soon as possible.
- If a student plans to enroll in an ESL supported course, they should keep their schedule open for the desired ESL course because there are at most two ESL course sections per semester.
- ESL Program courses appear on transcripts in the same way as the non-ESL sections of those courses (i.e., the course section or any reference to “ESL” does not appear).

Tutoring and Writing Support for Non-Native Speakers
ESL Tutoring is available for help with writing, speaking, and multimodal assignments associated with Emory College courses. Any undergraduate enrolled in an Emory College course who is a non-native speaker of English may use the service.

- ESL tutors are undergraduate students trained in helping ESL students develop their academic language skills.
- ESL students may schedule a maximum of 2 (50-55 minutes) ESL tutoring appointments each week from Sunday-Saturday.
- Students should go to the website at http://college.emory.edu/oue/student-support/esl-program/esl-tutoring.html to learn how to schedule an appointment.

Conversation Practice
Students seeking conversation practice can participate in the Conversation Partner Program (CPP). Interested students should contact the Center for the Advancement of Student Advocacy and Agency (CASA2).

Contact Information
SL Program

- Main Office: 404-727-5300, oue.esl@emory.edu
- Jane O’Connor, Director of ESL Program, Emory College, jcoconn@emory.edu
- Levin Arnsperger, Assistant Director of the ESL Program, larnspe@emory.edu
- Shan Mukhtar, Assistant Director of the ESL Program, smukhta@emory.edu

Conversation Partner Program (the Center for the Advancement of Student Advocacy and Agency (CASA2)

- Website: http://oisl.emory.edu or http://dialogue.emory.edu/CASA2/index.html
- You may also visit the College ESL Program website: http://college.emory.edu/oue/student-support/esl-program/index.html
STUDENT HEALTH, STUDENT COUNSELING AND ACCOMMODATIONS

Faculty and staff are often the front-line observers of students' behavior. They may be the first individuals to notice when a student is not doing well. If students show any of the signs listed below, they should be referred to the appropriate offices. If you have concerns about a student's academic performance and/or well-being you should make contact with the OUE and/or one or several of the following offices. Common concerns include:

- Significant changes in student's observed or reported behavior
- Significant changes in student's emotional state
- Recent stressful event or trauma
- Suicidal risk factors
- Chronic/significant medical, mental health, or AD/HD

Student Health Services

Emory University Student Health Services (EUSHS) provides outpatient care for enrolled Emory students with a valid Emory ID card. Students can schedule appointments through “Your Patient Portal”.

- 1525 Clifton Road, 2nd Floor, 404-727-7551
- Website: www.studenthealth.emory.edu

Counseling and Psychological Services (CAPS):

The Emory University Student Counseling Center provides free, confidential counseling for enrolled undergraduate, graduate and professional students at Emory University. Consultation, outreach and educational workshops are provided for Emory's faculty, staff, and students. The staff at the Counseling Center knows that student life is a transitional period and can bring pressure and stress.

- 1462 Clifton Road, Suite 235, 404-727-7450
- Website: http://studenthealth.emory.edu/cs

Office of Equity and Inclusion (ADSR):

The Office of Equity and Inclusion provides all persons an equal opportunity to participate in and benefit from programs and services afforded to others. Access, Disability Services, and Resources (ADSR), part of the Office of Equity and Inclusion, assists qualified students, faculty, and staff with obtaining a variety of services and ensures that all matters of equal access, reasonable accommodation, and compliance are properly addressed. Qualified students, faculty, and staff must register with our office and make a request for services. Confidentiality is honored and maintained.

- Main office: Administration Bldg, Suite 110, 404-727-9877, and TDD 404-712-2049
- Website: http://equityandinclusion.emory.edu/index.html
- Student Toolkit: http://equityandinclusion.emory.edu/access/students/index.html

RESIDENCE LIFE OR ROOMMATE PROBLEMS

Students having roommate problems may need guidance. You can contact Residence Life professional staff for guidance.

Contact Information

- Ryan Roach, Associate Director, Residence Life rroche@emory.edu
- General Questions: Housing/Residence Life, Raoul Hall, 404-727-7631
- Website: http://emory.edu/HOUSING
Dialectal Variation
Many Emory College students are interested in pre-professional tracks via undergraduate and graduate programs. Emory College offers several pre-professional tracks that can be worked into the undergraduate requirements. Emory also has special advisors and programs no matter the major/minor for particular professional areas of interest. The four pre-professional tracks we will cover are: Dual Degree (Pre-Engineering), Nursing, Pre-Business, Pre-Health, Pre-Law. You may also refer to pages 50-52 of the Student Blue and Gold Pages for additional resources and references.

**DUAL DEGREE PROGRAMS IN ENGINEERING WITH GEORGIA INSTITUTE OF TECHNOLOGY**

In cooperation with the Georgia Institute of Technology (Georgia Tech), Emory College of Arts and Sciences (Emory College) offers a joint education path, referred to as the Dual Degree program. The Dual Degree program leads to a bachelor of arts, or a bachelor of science, degree awarded by Emory College and a bachelor of science in engineering awarded by Georgia Tech.

- Interested students should PLAN EARLY and schedule an appointment with the Dual Degree Academic Advisor during their first year.
- The Dual Degree Academic Advisor will help students develop a program to complete both the general education and the pre-engineering requirements.
- The Dual Degree Academic Advisor will help students and their major advisors develop a plan to complete all major requirements before transferring to Georgia Tech.
- Students will not study at Emory and Georgia Tech at the same time (program is sequential).
- Students must earn a 3.0+ cumulative GPA and 3.0+ Math/Science GPA during their tenure at Emory to remain qualified for the program.
- Students must apply to Georgia Tech for transfer in their final semester of study at Emory.
- Students will need a gpa of 3.3 for some majors at Georgia Tech.

**Contact Information (Emory College)**

- Lauren Braun, Assistant Director, 404-727-8339, lauren.a.braun@emory.edu
- 300 White Hall, Office for Undergraduate Education, oue. dualdegree@emory.edu

**EMORY SCHOOL OF NURSING (SON)**

Students interested in earning a bachelor’s of science in nursing may gain automatic entry into the Emory’s School of Nursing school after completing a minimum of 60 credit hours, specified pre-requisite courses and maintaining 3.0 cumulative/2.8 science/math GPA. There is also a new Dual Degree program that allows students to complete a BA or BS in the College and a BSN in the SON.

- Students should schedule an appointment with a Nursing School advisor for completion of Nursing School requirements.
- Students may apply and be admitted to the SON while the prerequisites are in progress.
- All required courses must be completed before enrolling in the BSN program in the Fall semester.
- Graduates of the SON are eligible to take the NCLEX examination to become a Registered Nurse in any US state.
- The Nursing School begin accepting application in September with a priority deadline in January 15th.
- Students whose GPA is less than a 3.0 cumulative and 2.8 science/math will be required to have an extensive review of preparation by the Admission Committee and will not be guaranteed admission into the School of Nursing.
- All pre-requisite can be found on the SON [here](http://www.nursing.emory.edu/admission-and-aid/bsn-programs/emory-oxford.html).

**Contact Information**

- Nursing School, Main Office, 1520 Clifton Road, 404-202-727-7980
- Kaitlin Peterson, Admission Advisor, kaitlin.m.stannard@emory.edu
- Lisa Marie Wands, Professor, lisa.m.wands@emory.edu, 404-727-6837
- Website: [here](http://nursing.emory.edu/admission/programs/bsn)
GOIZUETA BUSINESS SCHOOL
The Goizueta Business School of Emory University offers an undergraduate program through which students earn a Bachelor of Business Administration degree (BBA). Students must complete pre-requisite courses and a number of GERS which are listed on the Academic Requirements page before eligible to apply for entry.

General Advising

- The BBA Program Office has drop-in advising hours every day (https://community.bus.emory.edu/program/PreBBA/Pages/Academic-Advising.aspx).
- The Business School prefers students earn a “C” grade instead of withdrawing “W” from a course.
- Students should not repeat coursework because of a low-grade. The Business School wants to see how students will perform with new information.
- The Business School values strong performance with a full course load. All students should maintain at least 4 full academic classes (between 3-5 credit hours each) per semester. Students applying for regular admission should take 5 classes in a semester at least once to demonstrate their ability to handle this course load.

Coursework

- Financial Accounting BUS 210 is not recommended until the second semester of first year or the first semester of the sophomore year. This gives students time to master their time management skills.
- Pre-requisites may be found here: https://community.bus.emory.edu/program/PreBBA/Pages/AcademicRequirements.aspx
- If students are considering majoring in Economics, they should take Micro/Macro (Econ 101/112) in the College instead of Business Economics (Bus 201) in the Business School.
- If a student has AP credit for either Micro or Micro Economics, they should take whichever one they are missing (Micro or Macro) in the College and not Business Economics.
- If a student has IB Higher Level Economics credit, this satisfies the entire Economics pre-requisite, even though the College grants credit for Micro only (i.e. students with IB Higher Level Econ credit do not need to take Macro).
- Students need to demonstrate strong writing skills in their first-year and continuing writing requirement courses. It is preferred students take their CWR courses in the humanities and social sciences instead of in foreign languages or through the ESL program.

Applying

- Students must have reached junior status and completed prerequisites by matriculation. Students need 56 credit hours to apply early and 60 to apply regularly, and these credit hours exclude PE, PACE, and Health 100.
- Students should participate in a diverse range of activities on-campus.
- Applications for early admission are due Oct. 1 and applications for regular admission are due Feb 15th.

Contact Information

- Goizueta Business School, 404-727-8106, 1300 Clifton Road, Suite 307
- Jessica Lowy, Director of Admission, jlowy@emory.edu, 404-727-2713, GBS 310
- Pre-BBA Website: https://bus.emory.edu/prebba
**PREHEALTH MENTORING OFFICE (PHMO)**

About 50% of incoming first-year students indicate an interest in a career in healthcare. PACE Faculty Advisors should encourage students to meet with PHMO advisors early and regularly. Emory does not have a “pre-health” major, so students should become familiar with the pre-requisites needed for their specific graduate programs, and complete a major that is of interest to them.

**When Selecting Course Loads**

- Reflect on strengths, preparedness, and weaknesses before selecting courses.
- Select a balanced course load. This will differ for each student (one science or two, waiting on math, getting all first year requirements in).
- All pre-health pre-requisites for ANY track are posted on the PHMO website under Healthcare Tracks tab.
- Pursue the science curriculum at his/her own pace
  - Some students are ready to jump in with two lab sciences
  - Some students need to ease in (look at GCAT topics/hour and refer to Chemistry or PHMO)
  - It is better to go slowly and do well, then race through and potentially not perform well
- Ask if they completed the General Chemistry Assessment Test (GCAT) and what the topics per/hour were.
  - This MUST be completed by August 31 if they plan to take Chem 141
  - If they are still confused, refer to Chemistry faculty
- Please refer students to PHMO advisors if they need additional assistance. PHMO advisors will hold walk-in hours throughout A/D/S. Appointments can be scheduled beginning Sept 1 in ASST.
- Students will be assigned an advisor by last name (see PHMO website).

**When Thinking About Majors or Minors and Careers**

- Explore different academic areas across the Liberal Arts
- Many pre-health students choose majors in the natural sciences
- Any major is possible and our pre-health students have MANY interests
- Explore different careers in healthcare (even if they think they are sure)

**How to be Successful During the First Semester and First year**

- Register with the PHMO to receive bi-weekly newsletter
- Explore the PHMO website. All pre-requisites are listed under the Healthcare Tracks tab, all other extracurricular suggestions are listed under the Holistic Development tab.
- Meet with PHMO advisors
  - Open Hours Only during Add/Drop/Swap Open
  - Scheduled appointments during the year on ASST
  - PHMO Advisors are assigned alphabetically (see PHMO website)
- Meet with a PHMO peer mentor (schedule available at prehealth.emory.edu).
- Attend PHMO events in Fall in Spring
- Be prepared to develop holistically. There is no “checklist” of activities they MUST complete. We do expect them to gain experiences (over time) in
  - Community service and leadership
  - Medically related experiences
  - Research (NOT REQUIRED)
- Be prepared to hear “It Depends” as an answer to many questions.
- Visit prehealth.emory.edu for announcements and opportunities throughout the year.

If students have more questions, encourage them to schedule an appointment on ASST (www.emory.edu/assst). PHMO Advisors are assigned by last name.

**Contact Information**

- PreHealth Mentoring Office, B. Jones Center Suite 204, 404-727-6040
- Website: www.prehealth.emory.edu
- Email: prehealth@emory.edu
PRE-LAW ADVISING

Law schools do not require, prefer, or expect applicants to have any particular major. To best prepare for law school, we encourage students to take a wide variety of classes. Students should visit the Pre-Law Advising section of the Career Center website.

- For a complete statement on pre-law preparation from the American Bar Association, please visit the ABA's website on Pre-Law Preparation at the website below: http://americanbar.org/groups/legal_education/resources/pre_law.html

- For a complete statement on pre-law preparation from the American Bar Association, please visit the ABA's website on Pre-Law Preparation at the website below: http://americanbar.org/groups/legal_education/resources/pre_law.html.

- Students should register as pre-law with the Pre-Law Advising Office to ensure that they are in the Pre-Law email list to receive all communications from the Pre-Law Advisor. Pre-Law registration is done annually, and can be accessed via the Pre-Law Advising Office website at www.prelawadvising.emory.edu.

Contact Information

- University Pre-law Advisor: Rodia Vance, MS, JM, rodia.vance@emory.edu

- Pre-Law Advising Office: The Career Center, 200 B. Jones Center, 404-727-6211

- Website: http://prelawadvising.emory.edu
ADDITIONAL ACADEMIC OPPORTUNITIES & RESOURCES

ATLANTA REGIONAL COUNCIL FOR HIGHER EDUCATION (ARCHE)
The Atlanta Regional Council for Higher Education (ARCHE), also known as Cross Registration, allows students in good standing and with the permission of the college dean (OUE) to take a course at a member institution that may not be offered at its home institution.

- The application is online or can be picked up in the Registrar’s Office.
- Deadlines: July 15th for Fall semester and November 15th for Spring semester.
- Emory does not participate in summer cross registration.
- Participating state schools require immunizations prior to enrollment.
- Courses must be taken for a letter grade.
- Students will receive only receive credit on their Emory transcript.
- Details and the list of schools can be found on the website.

Contact Information
- OUE Office, 300 White Hall, 404-727-6069
- Registrar Office, 100 B. Jones Center, 404-727-6042
- Registrar Office Website - ARCHE: http://registrar.emory.edu/Students/arche.html

CAREER CENTER
The goal of the Emory University Career Center is to advise and assist undergraduate students about career decision-making, employment opportunities, academic programs and internships that will enhance their skill set. They assist and develop relationships with employers and graduate schools wishing to recruit our students and alumni. The Career Center provides the tools necessary for students to succeed through counseling, workshops, mock interviews, panels, employer recruiting & development, pre-professional advising, alumni relations, internships, self-assessment and career research.

- Encourage students to visit the Career Center to familiarize themselves with the resources, services and staff. (Students will have a PACE session led by the Career Center and attend at least one Career Center event during the Fall).
- Students can make an appointment with a career counselor in the first year
- Self-Assess: Students can engage in self-assessment through one-on-one advisement, online assessments (MBTI and Strong Interest Inventory), card sorts, and other activities.
- Students should enhance their Emory experience by pursuing extra-curricular opportunities.
- Students can work with a career counselor to create an effective résumé and cover letter, as well as acquire skills necessary for a successful interview or networking engagement.
- With Handshake, students can create an online profile. The online career services management system allows students to research and apply to jobs and internships. The calendar function of the database post information on workshops, career panel discussions, career fairs and on-campus interviewing.
- Students can attend a Career Center sponsored workshops during the academic year. All first-year students will be required to attend a Career Center event and complete a reflection activity during the fall semester.

Contact Information
- The Career Center, 200 Dowman Drive, 404-727-6211, careercenter@emory.edu
- Website: http://career.emory.edu/
DOMESTIC TRANSIENT STUDY
Domestic Transient Study gives Emory College of Arts and Sciences students the opportunity to enroll as a guest at another accredited school in the United States (including Puerto Rico and U.S. Virgin Islands) during the summer, while receiving credit toward their Emory degree.

- Advisors will receive a copy of their advisee’s application through email. Review and consult students, if needed.
- Transient Study courses must be taken for a letter grade at the Host Institution.
- Students must earn a grade of “C” or better to receive credit at Emory.
- Course credit will return to Emory as credit only (not grades).
- Courses and credits will not reflect Emory grades or GPA. If students apply to graduate school programs, they will send additional transcripts to those programs.
- It is recommended that sequential courses be taken at the same institution, such as Spanish 101 and 102.

Contact Information
- Main Office: Domestic Transient Study, Office for Undergraduate Education, 300 White Hall
- Contact: Lydia Stewart Castle, 404-727-7305, lcastle@emory.edu
- Domestic Transient Study Website: [http://college.emory.edu/oue/advising/transient-study/](http://college.emory.edu/oue/advising/transient-study/)

EMORY COLLEGE: SUMMER INTERNSHIP PROGRAM
Emory College of Arts and Sciences offers a one-time summer internship course for students. This one-hour S/U credit will appear on the student’s transcript and count toward graduation hours. Policies, Eligibility and Requirements.

- Students must secure internship opportunity.
- Students must be in good academic standing and a full-time Emory College student.
- Students must pay $50.00 application charge and submit to 300 White Hall.
- Students must:
  - Work full-time for at least three weeks at 40 hours per week OR
  - Work half-time for six weeks at 20 hours per week.
- Students must not be concurrently enrolled in summer course(s) during the internship
- International students must consult with the ISSS office: [http://emory.edu/isss or http://emory.edu/isss/students/employment_and_training/optional_practical_training.html](http://emory.edu/isss)

Contact Information
- Emory College of Arts and Sciences, Office for Undergraduate Education, Ms. Brenda Nix, 300 White Hall, 404-727-6069/4074
- Website: [http://college.emory.edu/oue/academic-programs/internships/index.html](http://college.emory.edu/oue/academic-programs/internships/index.html)

NATIONAL SCHOLARSHIPS AND FELLOWSHIPS PROGRAM
The National Scholarships & Fellowships Program (NS&FP) provides information and support for Emory College students and recent alumni interested in pursuing nationally competitive merit awards and internal Emory awards.

- Awards support a variety of opportunities, including study, research, teaching, and professional experiences both domestically and abroad.
- Students do not need to have outstanding academic records for all awards; many awards focus on leadership and/or service experiences.
- Students may schedule consultations with NS&FP advisors to learn more about awards for which they may be potential candidates.
- Appointments may be made via ASST.
- Faculty may refer students for consultations by emailing the NS&FP office at oue.nationalawards@emory.edu.
- Encourage interested students to seek out service, leadership, internship, and/or research experiences and to take advantage of office hours to get to know faculty.

Contact Information
- Megan Friddle, Director, or Brandy Simula, Assistant Director, National Scholarships & Fellowships Program, 404-727-6069, oue.nationalawards@emory.edu, 300 White Hall
- Website: [http://college.emory.edu/national-awards/](http://college.emory.edu/national-awards/)
OFFICE OF INTERNATIONAL AND SUMMER PROGRAMS: Study Abroad

Emory College Study Abroad is dedicated to fulfilling Emory College’s commitment to internationalization through study abroad. In collaboration with Emory faculty, Emory College Study Abroad develops, promotes, and administers programming for undergraduate students that encourages both intellectual and personal growth through challenging scholarship and cultural engagement. Its services support students and faculty before, during, and after the study abroad experience in order to ensure that study abroad is an essential part of an Emory College education.

- The Summer Study Abroad Fair will be held in mid-November.
- Applications for Summer Study Abroad open in mid-December. It is strongly recommended that students apply early.
- To be eligible for Summer Study Abroad Programs, students must have a GPA of 2.5 or higher to participate and be in good academic standing.
- Some Summer Study Abroad programs may require a higher GPA.
- Some Summer Study Abroad courses may fulfill majors, minors or GERs requirements.
- The Semester Study Abroad Fair is held each year in mid-September.
- The rules for International Transient Study for international students are the same as Domestic Transient Study, but approved through the Study Abroad Office.

Contact Information

- Emory College Study Abroad, Candler Library, Suite 200, 404-727-2240
- Study Abroad Advising: [http://studyabroad.emory.edu/contact/advising.html](http://studyabroad.emory.edu/contact/advising.html)
- International Transient Study Information: [http://studyabroad.emory.edu/programs/transient/index.html](http://studyabroad.emory.edu/programs/transient/index.html)

OFFICE OF INTERNATIONAL & SUMMER PROGRAMS: Summer Programs on Campus, Maymester & Emory College Online

Summer School at Emory is an opportunity for students to get ahead or prepare for the next step in their academic careers. Many undergraduates use the summer to complete GERs, pre-professional or major requirements, explore a course in an area of interest or possible major, or prepare for study abroad. During the summer, Oxford and Emory students’ academic experience is enhanced by the presence of visiting students from other colleges and universities.

Emory College Summer School Offers Three Summer Terms

- Maymester: three-week session that begins immediately following graduation
- Summer Session 1: six week session beginning in mid-May
- Summer Session 2: Six week session beginning at the end of June, and
- Courses are offered on campus and online.

Registration on OPUS for Emory College Students Begin in Early February for All Three Terms

- Emory College students do not need to complete an application for summer school. Once enrollment opens, students can register for summer courses in OPUS up until the day before classes begin.
- Summer School will host a summer/study abroad fair in mid-November. Summer School, Maymester and Emory College Online (ECO)
- Students may enroll up to 10 credit hours each six week session. Student may not enroll in Maymester and Summer Session 1.
- If students change their plans to attend summer school but registered for courses, they have until the day before each session begin to drop the courses without any tuition being assessed.
- Financial aid and housing are available during the summer.
Contact Information

- Summer Programs, Emory College of Arts and Sciences, Candler Library, Suite 200, Mollie Korski, 404-727-0671, summerprograms@emory.edu
- Website: http://summerschool.emory.edu/

UNDERGRADUATE RESEARCH

Undergraduate researchers assist faculty in accomplishing ambitious research and allow faculty to work with self-motivated and developing scholars. Undergraduate research programs have increased retention, improved students study skills, and created stronger bonds between the faculty mentor and students.

Ways to Participate in Undergraduate Research

- Volunteer
- Work-study
- Programs like SIRE, (SURE (Summer Undergraduate Research Experience), NSF-REU (National Science Foundation-Research Experiences for Undergraduates)
- Directed Study in Major

Research Experiences

- Classroom
- Summer Programs
- Independent Research/Grants
- Internship Research
- Study Abroad Research
- Assistant (credit, pay or volunteer)

Contact Information:

- Folashade Alao, falao@emory.edu and Gillian Hue ghue@emory.edu
- For questions about Undergraduate Research at Emory, please email ec.sire@emory.edu
- Website: http://college.emory.edu/home/academic/research/index.html