Winter Break Cheat Sheet

While campus is closed, it can be difficult (maybe even impossible) to get a response from an advisor because we are on vacation during the break. Please use this as a guide. We want you to have as much information available to you during the break. Remember, take some time to relax and enjoy this time between semesters! Happy holidays!

--- Waitlists! ---

Waitlists will be frozen over the Winter Break registration period (Dec 19th-30th). This means that if you are on a waitlist and you notice that a seat has opened for you, it will be SAVED for you to access during the January 5th and 6th Registration period. Do not be alarmed if you notice a seat is open (and you’re high on the waitlist) and you don’t get anything to your email. This was done on purpose and the seat will be reserved for you until January’s Final Registration. They did not want students to be negatively impacted by the short waitlist windows during the break while campus is closed.

This means that you need to be diligent about looking at the WAITLIST before assuming a seat is, in fact, open!! If ANYONE is on the waitlist, the system will require that you go to the waitlist before taking a seat. So, please get on the waitlist for a course if you see many different seats open and few on the waitlist.

This could also mean that if the waitlist is full, but there are many different seats open, the system MAY still not let you grab that seat. You might need to wait until the January registration time (when the waitlist students can take their reserved seats).

Because of the waitlists being frozen, remember: Adjusting your schedule is always a gamble during busy registration times. Make sure to check open seats, waitlists, etc before dropping something from your schedule to try to get a “better” time. We cannot help you if something is done in error due to the waitlists and our college-wide policies.

**eCore**

For any course with a “G” in the Section, this is an eCore course. You must meet certain prerequisite requirements to take these courses. This requires a “Prereq Orientation Quiz” that can be completed online. You can find information and the quiz on the website. Please see “Getting Started”

http://ecore.kennesaw.edu/index.php

**Financial Aid**

Financial Aid information cannot be seen by the typical Academic Advisor. So, if you have questions about Financial Aid, please contact the Financial Aid office. http://financialaid.kennesaw.edu/

**Two Campuses**

Remember, there are two campuses, so PLEASE check the campus before enrolling in a class!

**Advising on Campus**

Make sure to contact the appropriate person on campus for advising. If you are changing your major, make sure to see the advisor for the program you are going INTO, not coming out of. We can only help you in the areas of our expertise. http://uc.kennesaw.edu/nest/currentstudents/index.php

**Check Department Websites for Information on Advising and Policies**

We all have our own websites. Do a web search for the department you want information on and look around their pages to see if you can answer your own question. Many of the common questions have answers already available to you online! This often includes the procedure for advising right when we all come back in January. Check websites for this!
Meeting prerequisites for the College of Science and Mathematics

If you did not pass a course in Fall 2016 and were signed up to take something in our college for next semester which required it as a prerequisite, you will be unable to take that next course. So, be proactive! Go ahead and adjust your schedule. Your priority would then be to take that course in Spring 2017 semester. There are no exceptions in the CSM.

We cannot overload full classes in our College. If a class is full, please look for a back-up plan.

If you are seeking a repeat override, please use this form for COLLEGE OF SCIENCE AND MATHEMATICS COURSES ONLY!!!

http://csm.kennesaw.edu/advising/forms/csm-repeat-override.php

IF YOU NEED INFORMATION ON OTHER COLLEGE POLICIES, YOU WOULD NEED TO CHECK THAT COLLEGE’S WEBSITE OR REACH OUT TO SOMEONE IN THEIR COLLEGE!

And, one last time, take some time during the break to relax! Have a great break. Enjoy your family, friends, peers, coworkers, etc.!

We will see you all back in January!