

## Campus Resource List

### Advising Appointments • [advising.colorado.edu](http://advising.colorado.edu)

The Academic Advising Center website allows you to find out who your advisor is, make appointments with your advisor, and get information about declaring majors and minors.

### Career Services • [careerservices.colorado.edu/public](http://careerservices.colorado.edu/public)

Willard 34 • 303-492-6541

Career counseling services both online and in person. They also administer skills and interest inventories to help determine fields of interest for majors and careers.

### Counseling Services • [www.colorado.edu/sacs/counseling](http://www.colorado.edu/sacs/counseling)

Willard 134 • 303-492-6766

Free individual appointments with professional counselors for a wide variety of issues. Services are also available on a walk-in basis.

### CU NightRide • [umc.colorado.edu/quicklinks/nightridePurpose.html](http://umc.colorado.edu/quicklinks/nightridePurpose.html)

UMC reception desk • 303-492-SAFE (7233)

Free transportation service for any CU-Boulder student, staff, or faculty member to or from campus and throughout Boulder city limits.

### Disability Services • [www.colorado.edu/disabilityservices](http://www.colorado.edu/disabilityservices)

Willard 322 • 303-492-8671

Support for students with special needs so they can participate fully in the university environment. Services include special technologies, a writing lab, screening and testing, and help with accommodations on campus and in the community.

### Financial Aid • [www.colorado.edu/finaid](http://www.colorado.edu/finaid)

Regent 175 • 303-492-5091

Looking for information about scholarships and loans? The Financial Aid Office can help sort through your options.

Scholarships for Freshman and Transfer Students:

[www.colorado.edu/finaid/scholarships.html](http://www.colorado.edu/finaid/scholarships.html)

### Ombuds Office • [www.colorado.edu/ombuds](http://www.colorado.edu/ombuds)

Willard 302 • 303-492-5077

Confidential, neutral, and informal assistance to CU-Boulder students, staff, faculty, and administrators with university-related conflicts and disputes.

### Online Tutoring Program • [www.cusys.edu/academicaffairs/onlinetutoring](http://www.cusys.edu/academicaffairs/onlinetutoring)

Available to all CU students to supplement tutoring available on campus. Not all subjects are available every semester, but live interactions with a tutor and group of students provide a collaborative environment for learning.

### Professors' Office Hours

All course instructors hold office hours for their classes. You may find it beneficial to meet one-on-one with an instructor in a course that is especially challenging.

### Residence Hall Tutors and Academic Support Residents

Free tutoring in almost all subjects; test taking, study skills, and time management workshops; and faculty and staff interactions outside the classroom. Each hall employs an academic support resident who can help students improve their study skills. Go to the front desk in your residence hall for information.

### Student Academic Services Center • [www.colorado.edu/sasc/index.html](http://www.colorado.edu/sasc/index.html)

Willard 386 • 303-492-1416

SASC offers time management and study skills workshops, tutoring and group study sessions, and mathematics and writing courses.

### Student Computing Classes, ITS • [www.colorado.edu/its/studentclasses](http://www.colorado.edu/its/studentclasses)

IT Service Center • 735-HELP

Courses in Excel, PowerPoint, website creation, and general computer survival. See their website for dates and times.

### Student Employment • [www.colorado.edu/studentemployment](http://www.colorado.edu/studentemployment)

UMC 100 • 303-492-7349

Listings of work-study and non-work-study employment opportunities, both on campus and off.

### Victim Assistance • [www.colorado.edu/studentaffairs/victimassistance](http://www.colorado.edu/studentaffairs/victimassistance)

Willard 217-219 • 303-492-8855

Free confidential information, support, and short-term counseling primarily related to situations involving physical assault and hazing, bias-motivated incidents, death, discrimination and harassment (including sexual harassment), intimate partner violence, serious accidents, sexual assault, and stalking.

### Wellness Center • [www.colorado.edu/studentgroups/wellness](http://www.colorado.edu/studentgroups/wellness)

Wardenburg 322 • 303-735-6433

Help with issues such as stress, smoking cessation, nutrition, and sleep.

### "Winning at Math" Workshops • [spot.colorado.edu/~carriem/math\\_advising](http://spot.colorado.edu/~carriem/math_advising)

SASC/Math Department

Workshops on problem solving skills, exam preparation and test taking skills, and math anxiety are offered throughout the semester on a drop-in basis.

### Writing Center • [www.colorado.edu/pwr/writingcenter.html](http://www.colorado.edu/pwr/writingcenter.html)

Norlin Library • E-156

Free advice on writing assignments. An appointment is necessary; anyone can have up to 60 minutes of consultation per week.

### Women's Resource Center • [www.colorado.edu/WomensResourceCenter](http://www.colorado.edu/WomensResourceCenter)

UMC 416 • 303-492-5713

The WRC coordinates programs related to women's lives on campus and in the community, including peer discussion groups and various talks. The center also houses an extensive library.

## Reasons Students Leave College

- Too much fun at the expense of classes and grades.
- A sense of not belonging, isolation, or homesickness.
- Academically unprepared
- Burned out on education.
- Financial constraints; low on funds.
- Personal family issues.
- Academic climate/fit; choice of specific college not appropriate.
- Wrong choice of major.
- Lack of advising, guidance.
- Demands from part-time or full-time employment.
- Move to a different geographic location.

SOURCE: Various college institutional research studies.



# Start on the right path...

## Navigation tools for your first semester at CU-Boulder



COLLEGE OF ARTS & SCIENCES

# Colorado

University of Colorado at Boulder

## Meeting with Your Advisor

You have already been assigned to an academic advisor in open option or in your major field of study. You can make an appointment with your advisor by going to the Academic Advising Center website at [advising.colorado.edu](http://advising.colorado.edu). You'll need your Identikey login and password to make the appointment.

It's a good idea to meet with your advisor in your first semester and then continue meeting regularly. Some students see their advisor every semester before registering for classes. By establishing a relationship with your advisor, it will be easier to go to that person if a problem arises. It's important to remember that your advisor sees many students and you may have to wait a week or so for an appointment, so don't wait until the last minute to schedule one.

Many advisors have alternative ways for students to contact them, such as walk-in hours, phone appointments, and e-mail. Find out the preferred way to communicate with your advisor. Most importantly, if you are having problems, contact your advisor BEFORE it's too late to get help.

**All appointments are scheduled online through the Academic Advising Center website at [advising.colorado.edu](http://advising.colorado.edu).**

## Advising Calendar

### August/September

- Schedule adjustment in the first few weeks of the term.
- Check your final exam schedule. If you have three finals scheduled for the same day, you're allowed to reschedule the latest of the three for that day. Talk with that instructor immediately. See [registrar.colorado.edu](http://registrar.colorado.edu) for details.

### October

- Assess your current schedule. Do you need to drop a class?
- Make an appointment with your advisor to discuss spring registration and academic progress. Talk with your advisor about your long-term goals and opportunities to get involved on campus.

### November

- Check CUConnect for your registration date and time.
- Register for your spring classes. (You will register on your own—there will be no registration lab as there was during orientation.)

### December

- Final exams

**Watch for Freshman Week in October!**  
See [aac.colorado.edu/freshmanweek](http://aac.colorado.edu/freshmanweek) for details.

## Changing or Adding a Major

Requirements for all Arts & Sciences majors are listed at [advising.colorado.edu](http://advising.colorado.edu). Start there to investigate the required courses, opportunities in the department, and procedures for declaring the major. Some departments also offer a minor. Most departments require that you attend a meeting to declare the major or minor, but procedures vary throughout the college so check the website for up-to-date instructions.

## Adjusting Your Class Schedule

During the early part of the semester you will be allowed to waitlist for classes as well as to drop or add classes.

### Waitlisting Guidelines

- Don't waitlist if there are open seats in another section. Take the open section, even if it's held during a less appealing time of day.
- Make sure you have enough hours in your schedule so that if you don't get into a waitlisted class, you will still have a full-time load (12 credit hours).
- Consider where you are on the waitlist and how many seats there are in the class. For example, being number 10 on a waitlist for a class of 100 may work out, but being number 10 for a class of 30 probably won't.
- We do *not* notify students when they are moved off a waitlist and enrolled in a class. Students who need a particular class for their major are sometimes given first preference, so you may get moved further down the list. The waitlist program is updated every night, so check your schedule daily.
- You must begin attending your waitlisted class on the first day and continue to go unless you drop your name from the waitlist.

**Waitlisting for classes is risky, because a space may not become available.**

### Dropping Classes

Don't drop a class until you have another one to take its place, because once you drop a class, you lose your space in that class. If you **MUST** miss a class during the first week of the semester, make sure you notify your professor.

### Adding Classes

The sooner you can add a new class the better, as you will be responsible for all the work you miss.

**Once you have made your changes, double-check your schedule to make sure they have been submitted. Then keep a printout of your schedule as proof of the changes you made.**

## Academic Dates and Deadlines

The calendar for academic dates and deadlines is available on the registrar's website at [registrar.colorado.edu](http://registrar.colorado.edu) by clicking on the Calendars and Schedules link. The calendar is also available at CUConnect by clicking on the Academics link.

**It is your responsibility to know and adhere to all dates and deadlines for each academic term.**

### Two Important Deadlines to Note Every Semester:

Add Deadline: \_\_\_\_\_ Drop Deadline: \_\_\_\_\_

## Buying Textbooks

- You can buy your textbooks at the CU Book Store in the basement of the University Memorial Center (UMC) or at the Colorado Bookstore on the Hill.
- Don't remove shrink-wrap from textbooks until you are sure you will be using the book.
- You can also find new and used textbooks available for sale through online sources. You should check their return policies, **make sure you have the correct edition**, and check that the book is in good condition.
- **Keep your receipts** for your textbook purchases in case you need to return or exchange a textbook for any reason.
- The deadline to return unused textbooks varies each semester. It is generally during the second week of class, but the exact date will be printed on your receipt.
- Print out your class schedule and take it with you to the bookstore. It will list the section number for each course.

## Your CU-Boulder E-mail Account

All students are assigned a university e-mail account. It is the official means of communication at CU-Boulder, so remember to check your account regularly. You will receive e-mails from all over campus with registration and billing information, drop/add deadlines, announcements from your professors, and other important university information.

**It may seem at first as if you are being flooded with e-mail from your advisor. Many of these e-mails provide answers to frequently asked questions, so create a folder to save them for reference.**

## Keys to College Success

- **Go to class and be prepared for the content of the day's class.**
- **Read your syllabus carefully. It is a contract between you and your professor.**
- **Allow time for adequate sleep, fun, and exercise and develop healthy eating habits.**
- **Develop good time management skills.**
- **Meet regularly with your academic advisor.**
- **Become comfortable with asking your professors questions. Take advantage of their office hours.**
- **Develop good note taking and study habits immediately. The way you studied in high school may not work for college.**
- **Don't wait for a problem to become a crisis. Seek help immediately.**
- **Take advantage of campus resources.**
- **Get involved in at least one club or campus organization.**
- **Save copies of all work you turn in to professors. Also save your notes, syllabus, etc., until you receive a final grade.**