

COBI Student Services – Undergraduate News

August 2015

Please read all of the great information in this edition...

Register NOW for your Fall classes – if you haven't already done so!!

I Need to See an Advisor! Walk-Ins or Call for Appointment?	Fall Registration – Important Dates you need to know!	Updates on Course Offerings for Fall 2015
5 Things our Advisors want you to know!	What's next? Declare a Major or Apply for our MBA program...	August & September COBI and University Events – Get Involved!

College of Business and Innovation (COBI)

[Office of Student Retention and Academic Success](#) (Student Services/Academic Advising)

Savage Business Complex, Suite 3130

COBIadvising@utoledo.edu (please include your R# when emailing any advisor)

419.530.2087

I Need to See an Advisor!
Walk-Ins or Call for Appointment?

Walk-In Advising Hours – SB 3130

Sign-in for Walk-in Advising begins ½ hour prior to the start time. All students who sign-in will be seen – but must be present by the scheduled end-time. Our queuing system is viewable in the lounge at the end of the third floor hallway (SB 3170) so that students have extra seating and study space if there is a wait. Please bring your Rocket ID or know your Rocket # so that you can successfully log into our queuing sign-in system.

Individual appointments may also be available by calling 419.530.2087

August 2015 (and early September 2015)

Walk-in Advising Schedule

August 6	Thursday	10 am – Noon
August 10	Monday	2 pm – 4 pm
August 12	Wednesday	10 am – Noon
August 13	Thursday	2 pm – 4 pm
August 17	Monday	2 pm – 4 pm
August 18	Tuesday	4 pm – 6 pm
August 19	Wednesday	2 pm – 4 pm
August 21	Friday	10 am – Noon

Classes Begin August 24 – Walk-in schedule continued...

August 24	Monday	9 am – 6 pm
-----------	--------	-------------

August 25	Tuesday	10 am – 6 pm
August 26	Wednesday	10 am – 4 pm
August 27	Thursday	10 am – 4 pm
August 28	Friday	10 am – Noon
August 31	Monday	10 am – Noon
September 1	Tuesday	10 am – Noon
September 2	Wednesday	2 pm – 4 pm
September 3	Thursday	3 pm – 5 pm
September 4	Friday	10 am – Noon

Fall Registration – Important Dates you need to know!

Fall 2015 Registration is currently in progress. [Register NOW!!](#)

If you have not yet registered for Fall term 2015 or if you found that the course you wanted was closed, please check again because additional seats and sections may have been added.

Fall 2015 Add/Drop deadlines

POT	Start Date	End Date	# of Weeks	Last Day to Add		Instructor's & College Dean Signatures Required to Add	Last Day to Drop		Withdraw		Tuition Due Dates & Refund Periods				
				via Web	In-Person		via Web	In-Person	Begins	Ends	Due	100% Ends	80% Ends	60% Ends	40% Ends
1	8/24	12/18	16	8/28	9/4	8/29	9/7	9/4	9/8	10/30	8/14	8/31	9/7	9/14	9/21
8	8/24	10/16	8	8/28	8/31	8/29	8/31	8/31	9/1	9/25	8/14	8/26	8/30	9/2	9/3
9	10/19	12/11	8	10/23	10/25	10/24	10/26	10/26	10/27	11/20	8/14	10/21	10/25	10/28	N/A
Law	8/24	12/18	16	8/28	9/4	8/29	9/7	9/4	9/8	10/30	8/14	8/31	9/7	9/14	9/21

Updates on Course offerings for Fall 2015

News Flash - special course information

Fall 2015 –

MKTG 3170 - Marketing for Non-Profit Organizations is NOT available for BBA Business majors!!! There was a problem in the system that allowed students to register – this will not count toward degree credit for BBA majors – please drop this course NOW if you are registered. For a similar course – check out:

MKTG 4980 – 004 Sales for the Social Good, CRN 62485, TR 11-12:15

MGMT 4900 – Contemporary Topics – Sports Leadership

This is a great course for majors who are looking for 3000/4000 level Business courses or Business electives!

We discuss "leadership" in the context of sport scenarios...guests are invited from various areas of sport...high school, collegiate, professional...and students are required to complete individual and group projects pertaining to current issues in sport.

HIST 3380 - Business and American Society

This is a great course for BAT-AOT majors who are looking for 3000/4000 level non-Business courses!

The growth of American business enterprise and its relationship to culture, politics, technological developments and economic change. From George Washington who didn't invent anything but married well to Steve Jobs who simply changed everything. From the nation's founding to the present, the history of American business is a story of invention and disruption, fortunes made and fortunes lost. From the past, we can learn about innovation, leadership, and the ethical dilemmas inherent in profit-driven enterprises. Only by knowing about the past, can we bring about positive changes in the future.

3.000 Credit hours On-line Instructor: Daniel A. French

PSLS 3000 - Sales Career Orientation and Management

This will count as a free elective for any business major

This course is designed to provide an overview of professional selling careers. As such, it is open to all UT students regardless of college and rank. It is an easy and ideal way for students to learn more and gauge fit. Members of the sales faculty team guest lecture so the students meet our entire faculty team from the onset. We will also have alumni and sponsors coming in to give first hand insight and workshops into the different models, industries, and opportunities that await. This approach will allow the students to assess fit and connect back with faculty, alumni, and/or business professionals as needed for coaching, mentoring, shadowing, recruiting, etc. How to tap into other ESSPS resources like Ambassador Students, events, competition teams, etc. will also be covered. 1.0 Credit hours Instructor: Deirdre Jones

ACTG 1040 Financial Accounting and ACTG 1050 Managerial Accounting

Fall 2015 New half semester module

1. All of the material will open at the beginning of the semester and close at the end. That will eliminate the need for short term openings and closings so deadlines are flexible.
2. The instructor will be monitoring individual student performance and be in contact with students who are not working at a pace that should insure success.

3. The course content consists of Homework assignments, Quizzes and Exams. That is what their grade will be based on. Within the course are audio Power Point presentations, videos, audio demonstration problems and other learning tools. The instructor also provides, as part of the course, extra credit assignments.
4. The instructor plans on offering to the students some on campus study sessions throughout the semester. They are not mandatory but will provide the students some face to face time. Of course the instructor is also accessible by computer.
5. The course will be completely ready by October 1st so that if students want to start early they can. This is possible since we do all of our work in a Platform called My Accounting Lab (like my math lab) that does not require access to Blackboard.

If any students have a question about the course they can contact the instructor at Diane.Marker@utoledo.edu

5 Things our Advisors want you to know!

1. If you have Registration Problems....pre-requisite error??

As you register for fall term on the web – if you have been advised to register for a course and the system states that you do not meet a pre-requisite – **please call** the COBI Student Services Center at 419-530-2087. Let us know your Rocket # and the course or courses you are having difficulty registering for. We will verify the prerequisite, enter an approval into the system and then you will be able to register for the course. If you know you may have a prerequisite problem with a course, you may contact the office prior to your registration date.

2. Taking Courses Elsewhere?

If you plan to enroll in classes at another university, you need to receive written approval from the COBI Student Services Center.

An appointment is not required; just fill out an **Advanced Approval** form at the front desk or visit link <http://www.utoledo.edu/business/StuServ/StuServDocs/AdvancedApproval.pdf> and it will be ready for pick up no later than the following week.

- Please note that not all courses will transfer to UT, especially 3000/4000-level business courses.
- A college catalog or course descriptions may be required for course evaluation.
- You must apply for guest status at the college you wish to attend in the summer.
- Remember, if you do not obtain advanced approval from the COBI Student Services Office, the Admission's Office will require you to reapply for admission to UT, you will need to re-pay a \$40 application fee AND you may lose any applicable scholarships which were awarded during your freshman year if you are now considered as a "transfer – readmit".

If you have further questions, please contact the office to schedule an appointment or visit the office at one of the walk in sessions listed above.

3. Grade Deletions/GPA Recalculation

- Students who have repeated a course to get a passing or better grade [must complete a GPA recalculation \(grade deletion\) form](#).

- While the original grade remains on a student's transcript, the original low grade is removed from the GPA calculation.
- This does not happen automatically simply because a student retakes the course.
- If the repeated course was a COBI course, the [form](#) must be submitted to Savage Business Complex, Suite 3130 for further processing – not taken to the instructor.
- University of Toledo students are permitted to have a maximum of 12 credit hours removed from the GPA calculation after earning the higher grade.

4. Ordering Official Transcripts

Please note your options -

The University of Toledo has partnered with Credentials Inc. to accept online transcript orders using their TranscriptsPlus® service, the quickest and most convenient method of requesting Official Transcripts. **Please note, transcript requests placed online incur online convenience fees.**

An alternate option for free of charge official transcripts would be to use **the Transcript Request Form**. Official transcripts can also be requested by submitting a [Transcript Request Form](#) in person, by mail, or by fax. The Registrar does not accept phone or e-mail requests. Transcripts cannot be faxed to you or a third party. Please visit the following link for complete details on ordering official transcripts.

<http://www.utoledo.edu/offices/registrar/transcripts.html>

5. Always ask

If you have a question, always ask an adviser or our Student Services staff. If we are not the appropriate office to answer your question – the least we will do is give you the referral to who may be able to assist you.

What's next? Declare a Major or
Apply for our MBA program...

✓ **Applying to the Upper Division for a BBA!**

Now is the time for students in the BBA who will be entering their junior year to turn in their [Upper Division applications](#) to declare their major.

For those students accepted into the Accounting major – we strongly encourage you to take ACCT 3110 your first semester as a junior. ACCT 3110 is closed to all students and a permit must be entered prior to registration. If you qualify, please contact the COBI Student Services Center at 419-530-2087 to request a registration permit.

If students have not completed both BUAD 2040/2050 or ACTG 1040/1050 with the required GPA, the upper division registration permit may be deferred until course completion to verify mandatory grade requirements.

✓ **Graduating in December with a Bachelor Degree and want an MBA?**

Congratulations on nearing the successful completion of your BBA, BS or BAT. Consider the opportunity to enroll in the Master of Business Administration (MBA) program beginning in **Spring 2016. Students with higher undergraduate GPA's are able to earn the MBA Degree by completing a minimum 11 courses, and that can usually be done in one calendar year (Fall, Spring, Summer).**

We encourage you to call to schedule an appointment with **our new Graduate Programs Office**. You may call the new College of Business & Innovation Graduate Program Office at **419-530-5680** or visit in-person in **Stranahan Hall room 1016** or visit on-line at <http://www.utoledo.edu/business/COBI/graduateprograms.html>.

Again – our office in SB 3130 is no longer advising for the MBA program – and all students must now work with the advising staff in the new Graduate Programs office.



Graduation Application Deadlines

EVERY student must apply to graduate, and that usually takes place several months before the term in which you intend to graduate. Below are the graduation application deadlines for the next three academic terms:

- **Summer 2015** – ****PAST DUE – ACTION REQUIRED IMMEDIATELY**
- **Fall 2015** – **Due Date was April 3, 2015 – **PAST DUE – ACTION REQUIRED IMMEDIATELY**

If you apply by the posted deadline, you will receive two benefits. One, your name will appear in the commencement program, and two, you will receive a letter from the College of Business regarding academic requirements to graduate. **For example**, if you are applying to graduate in December 2015 you will get a letter prior to classes beginning in August that states, based on your current registration, if there are any deficiencies that you will need to address in order to graduate – or if you are all set as registered to graduate.

The office is still in the process of mailing out December graduation letters.

****Contact us immediately** at COBIadvising@utoledo.edu if you are graduating in **August or December 2015 and have not applied to graduate.**

NEW! Students can now apply for graduation via the MyUT portal. The “apply to graduate” link is under the My Records Section of the Student Tab - under...More Record Options. You will want to select the current term and then it will allow you to select Summer 2015, Fall 2015, Spring 2016 as your graduation term. You have the ability to review your information prior to submitting it.

Fall Business Career Programs Events –

BCP Events – contact 419-530-5400, SB 4120 for more info

Mock Interview Days...September 23, 24, & 25

Separate yourself from the competition by engaging in a practice interview with a seasoned professional!

Resume Critiques...September 25, 30, & October 1

Want to WOW those employers attending the COBI Fall 2015 Job Fair? Then plan on attending one of our Resume Critiques Sessions!

College of Business and Innovation Fall 2015 Job Fair

Friday, October 2, 2015

1:00 p.m. - 4:00 p.m.

Student Union Auditorium

August & September University Events – Get Involved!

August Events

Wednesday, August 19

Taste of Gateway (5-9pm) - Gateway Toledo (Dorr & Secor)

Come see what Gateway has to offer! Food, free samples, music, giveaways, karaoke contest, games & shopping deals.

Thursday, August 20 & Friday, August 21

Interested in Going Greek? (Various times and locations) - Attend an information session in the residence halls. Ask your RA for more information!

Thursday, August 20

RSA & NRHH Bonfire (8:30-11pm) - Flatlands

The Resident Student Association welcomes all students to experience one of the largest campus traditions! Come paint the rock and have fun with glow sticks! NRHH will provide delicious s'mores! WXUT will keep you dancing all night! Blue Crew will also be in the house!

Friday, August 21

Commuter Welcome Reception (2-4pm) - Student Union Ingman Room

FREE ICE CREAM for first-year and transfer commuter students while they connect before heading over to New Student Convocation.

Convocation (4-5pm) - Savage Arena

All students are required to attend part two of their orientation program. New students will obtain valuable information to help them navigate through their first semester at UT!

After Convocation BBQ (5-7pm) - Lot 5 (Savage Arena)

Head over to Lot 5 after New Student Convocation for the After Convocation BBQ. Sponsored by the Office of Student Involvement & Leadership.

CAP Foam Party (8-11pm) - Flatlands

Get lathered in foam and join the party with great music to help you dance the night away. Sponsored by Campus Activities & Programming.

Saturday, August 22

Slip-n-Slide (11am) - Parks Tower

Slip and slide down the Parks Tower hill. Have fun, get a little wet and meet new students.

CAP Paint UT (9-11pm) - Flatlands

Come out and enjoy a paint party in the Flatlands at night with black lights and electronic dance music. Sponsored by Campus Activities & Programming.

Sunday, August 23

Carnival & Jam Session (11am-4pm) - West Grassy Area (in front of Field House)

Sponsored by Greek Life and Campus Activities & Programming. Come for the Ferris Wheel and stay for the carnival games, free food, & music. Enjoy a mini step show from NPHC and MGC and learn about these Greek organizations!

Monday, August 24 & Tuesday August 25

Student Affairs Welcome Stations - All over Main Campus

Stop by any one of our welcome station launch pads for information throughout the day. UT staff, faculty and administrators will be on hand to answer any question you may encounter on your first day of classes.

Rec Week (Monday August 24 – Friday August 28)

Student Recreation Center

Join UTRec for a fun-filled week of free activities! Get excited to try out some popular classes, climb the ropes course, test out the intramurals and release some stress!

Tuesday, August 25

Commuter Ice Cream Social (Coldstone, Talmadge Ave. 5-8pm) - Commute to Coldstone on Talmadge Ave near Franklin Park Mall and meet other commuter students! Same event also being held on Wednesday, August 26th.

Wednesday, August 26

Student Organization Fair (11am-2pm) - Centennial Mall

Want to get involved? Meet student leaders & find the organization that is perfect for you!

Commuter Ice Cream Social (Coldstone, Talmadge Ave. 5-8pm) - Commute to Coldstone on Talmadge Ave near Franklin Park Mall and meet other commuter students!

[Thursday, August 27](#)

Fantasy Football Camp - Time & Location TBD

Meet the Sororities 7-9p - Come out to meet the Panhellenic Sororities before Fall Sorority Recruitment. Find out more details and meet girls from each chapter here at UT!

September Events

Sorority Recruitment - Monday, [August 31-Sunday, September 6](#), Various Times

Student Union

For more information, contact the Office of Greek Life at 419.530.4036. utpanhel.webs.com

[Thursday, September 3](#)

Blue Crew Birthday Bash - Time & Location TBD

Come celebrate the 15th year of Blue Crew with cake & festivities!

Home Football Game (7pm) - Glass Bowl

Join your fellow Rockets in the stands and cheer the football team to a victory as UT takes on Stony Brook.

[Saturday, September 5](#)

Rocket to the Point - Transportation Center – Main Campus

Join the UT Rocket community on a trip to Cedar Point. For \$25 students can get a ride to Cedar Point, a park ticket, and a wristband for free drinks (non-alcoholic) all day. Pre-sale tickets at Ask Rocky in the Student Union.

[Wednesday, September 9](#)

Welcome Back Students - Trio Office CL 0300

Join us for a meet and greet for newly selected TRiO SSS students and returning students. There will be games, refreshments, and a chili potluck sponsored by staff.

[Friday, September 11](#)

The Amazing Rocket Race -Student Recreation Center

This event combines many challenges that will take your team all over campus to win awesome prizes! Check out utreccenter.com for more details.

[Monday, September 14 -Friday, September 18](#)

Fraternity Recruitment - McComas Village

For more information contact the Office of Greek Life at 419.530.4036. utoledoifc.com

Wednesday, September 16

NPHC Meet the Greeks (8-11pm) - Student Union

Thinking about Going Greek? Stop by to learn more about the organizations that are part of the National Pan-Hellenic Council.

Friday, September 18-Sunday September 20

Parent & Family Weekend - Main Campus

Join us for a weekend full of activities, including a family tailgate before the Rockets football game on the 19th. Visit utoledo.edu/familyweekend for more details.

Saturday, September 19

Home Football Game (8pm) - Glass Bowl

Join your fellow Rockets in the stands and cheer the football team to a victory as UT takes on Iowa State.

Monday, September 28

Sales and Marketing Career Discovery Night Event - The event is from 4pm-6pm in the Student Union Ingman room. Free food and casual dress. Table rotations with business professionals to learn more about different areas such as field sales, inside sales, business marketing, marketing research, social media, and marketing communications. Advisers, faculty, and student organizations attending as well to help.