

# Undergraduate Connections

## September 2008

### Spring 2009 Priority Registration Times

Priority registration for the Spring semester will start on October 6, 2008. Refer to the chart below to determine your assigned date. You may register beginning at 7:00 a.m. on this date and at any time thereafter (based on system availability). Web registration is available during scheduled registration periods. Weekend and early morning hours may vary depending on system availability. In-person registration is available during normal office hours in Rocket Solution Central.

Continuing & Transfer Readmit Student Groups	Spring 2009
Honors, Athletes, & Students with Disabilities	10/6/2008
Distance Learning Only Program	10/7/2008
100 or more earned hours	10/8/2008
90 or more earned hours	10/9/2008
80 or more earned hours	10/10/2008
UWD (Undergraduate with Degree)	10/13/2008
70 or more earned hours	10/14/2008
60 or more earned hours	10/15/2008
50 or more earned hours	10/16/2008
40 or more earned hours	10/17/2008
30 or more earned hours	10/22/2008
20 or more earned hours	10/23/2008
10 or more earned hours	10/24/2008
less than 10 earned hours	10/27/2008
Open Registration	10/28/2008

### How-To Registration Instructions

1. Go to myUT at <http://myut.utoledo.edu>
2. Click on the Self-Service tab and then click on "Student and Financial Aid"
3. Under Registration Menu, select "Look Up Classes"
4. Select Spring 2009 semester
5. Scroll to select your subject (i.e. MATH) and click on "class search"
6. View the course offerings and note CRN #'s, available seats and time & location for each course section. You may want to print out the pages out for later viewing.
7. Scroll to select your course (i.e. MATH) and make note of the CRN #'s. Please be aware that sections designated as 09X are for Honors Program only and sections with TBA for time are taught through distance learning.
8. Under Registration Menu, select "Add Courses"
9. Select Spring 2009 semester

10. Type in all of the CRN #'s for your spring schedule that you previously selected and click "Submit Changes". Remember to print a detailed schedule under the Registration Menu. You may also access your Parking Permit, Legal Services, and Health Insurance fees under the Registration Menu. If you choose to waive these services, you must waive them **each** semester.

## Degree Audits Available on the Web

**Please Note, however** – with the Banner software conversion - some audits are not 100% correct. The programmers are still working on making the final adjustments - so if you notice something incorrect – please notify us immediately: [barb.snaveley@utoledo.edu](mailto:barb.snaveley@utoledo.edu) or [robert.detwiler@utoledo.edu](mailto:robert.detwiler@utoledo.edu) or [degree\\_audit@utoledo.edu](mailto:degree_audit@utoledo.edu) or call 419-530-2087. Please provide your R# and a description of the problem or error.

One major problem that has been noted and that we are working to correct – is that a student's catalog year was sometimes incorrectly changed to 200840 when a major or minor was declared. This changed the requirement which deals with BUAD 1020 – Micro-Computer Applications. Please let us know if this affects you.

Students can access their audit through myUT and the student self services area under the Student Records Menu. Click on the link to DARSWeb, click on "Submit an Audit" and leave the institution as "The University of Toledo". Follow the remaining instructions and avoid using the "back" button.

Again, please note:

- We are currently not able to "fix" or process course substitutions. If the substitution was processed in the old system – it should carry over into the new system – notify us if it did not. If you have a new substitution or exception that was approved since May 2008 – it is still waiting to be processed. You will be notified as soon as we are able to fix your audit. The big issue is if something WAS working before – but is NOT working now – or if "something" has changed.
- Classes taken under the quarter system – prior to Fall 1997 – do not appear in the new system. Also, students on quarter catalog years do not have degree audits in the new system. We will utilize the old system and "add in the new courses" to review your remaining requirements.
- December graduation candidates – if you were notified that your requirements are in order for graduation – and have not changed anything – you ARE still on track - again – this is because we are currently not able to make the adjustments in the audits. Of course, you must still monitor all necessary grade requirements.

## Upcoming Walk-In Advising Times

Thursday, September 25, 1-3pm

Tuesday, September 30, 9-11am

Friday, October 3, 10-noon

Thursday, October 9, 5-7pm

Monday, October 13, 10-noon

Wednesday, October 15, 4-6pm

Thursday, October 16, 1-3pm

Friday, October 17, 10-noon

Monday, October 27, 2-4pm (no Parks Tower Advising)

Wednesday, October 29, 10-noon

Mondays at 1322 Parks Tower, 3:30-5pm

## Midterm Grades

New this term – faculty members are encouraged to post midterm grades for first year students – especially grades of C+ or lower. Hopefully this will give you an idea of how you are doing. Grading will remain open until October 22. Midterm grades will be available for student viewing through October 31<sup>st</sup>, the last day to withdraw from classes. Midterm grades will not show on students’ academic transcripts or become part of their permanent academic records. Midterm Grades are available in the Student Records area.

## Important Upcoming Events

*September 26* – Fall Job Fair; Student Union Auditorium

*October 2* – Student Scholarship Luncheon; Student Union 2592

## A Note for New HR and OLM Majors

Any student who is a Human Resource Management OR Organizational Leadership and Management major MUST see a department advisor this semester. Make an appointment soon to visit with Dr. Dale Dwyer, Dr. Larry Fink, Dr. Robert Yonker, or Dr. Miggy Hopkins to receive important information about your courses and schedules, as well as a gift from the Department of Management!

## Thinking about a unique, high demand MBA when you graduate?

AT UT we have one of only two MBA programs in the U.S. with a sales concentration! In 2006, the *Wall Street Journal* wrote that employers and corporate recruiters would welcome more sales content in MBA programs. UT sees this need first hand with a growing number of students concentrating in our MBA Sales Program, and a growing business interest. Check out the opportunity to study sales force strategy, strategic account management, and select from negotiating across cultures, integrated marketing communication, or customer relationship marketing. Plus the opportunity for customization and expanded practical application are now a part of all UT MBA studies. Check us out! Contact the MBA office at 419-530-2775 or email [robert.detwiler@utoledo.edu](mailto:robert.detwiler@utoledo.edu) for more information.

## College Encourages Students to Get REAL

The goal of the college is to produce life-long leaders for the world of business. However these are merely words if graduates don’t have relevant experiences that enhance and promote the desire to learn and explore. A practical experience program would provide students with the opportunity to see how the “pieces” fit together. This was the inspiration for the REAL Connection Program.

The REAL Connection program is a self-designed, non-credit program beginning during the freshman year. The goal is that students build a wealth of experiences throughout their college career. Students will be able to select the activities from four different modules. Each of the four modules has a different focus.

- Relating (networking): Job shadowing, professional mentorships, active participation/ membership in a trade association or professional society, Toastmasters (public speaking and communication).
- Engaging: Service learning projects, active participation in a non-profit organization/endeavor, certain pre-approved philanthropic activities (run through the University Greek Organizations).
- Applying: Participation in a live case study, internships, Business Book Reading Club, Skills Based Seminars, receiving professional certification, Study Abroad, participation in a regional or national student presentation or competition (i.e., sales or research competitions).
- Leading: Executive board member of a Student Organization, COBA Ambassador, Junior Achievement Advisor, Resident Advisor

Students who complete all four modules for each of their four years will receive recognition at graduation. Those who participate at the highest levels will be invited to a lunch with recruiters during COBA Job Fairs.

To get real simply click on the REAL Connection link on the COBA website and indicate your areas of interest. Also at this site will be a calendar of events that you can sign up for. Juniors and seniors it isn't too late to get REAL. You can retroactively get credit for your past efforts. Questions? Please see Professor Jackie Flom at ST 2020 or email at [jflom@utnet.utoledo.edu](mailto:jflom@utnet.utoledo.edu).

## Students in Free Enterprise

SIFE is a non-profit organization financially supported by over 500 corporations, entrepreneurs, individuals and foundations like 3M, Anheuser Busch, Walgreens, and Sherwin Williams. Some more facts:

- SIFE is active on over 1,400 college and university campuses in over 40 countries.
- SIFE teams are led by a faculty advisor and membership is open to all students.
- SIFE does not charge any dues to the students, faculty or university

What SIFE teams do is simple: they take what they are learning in the classroom and use that knowledge to create and implement educational outreach projects in their community to educate others on concepts in Market Economics; Success Skills; Entrepreneurship; Financial Literacy; and Business Ethics. SIFE also competes in regional and national competitions, involving making presentations to representatives from sponsoring corporations.

Some other benefits of being a member of SIFE include personal business cards, networking, travel and leadership opportunities, and real-world experience.

Please contact Dan Stedman at [daniel.stedman@utoledo.edu](mailto:daniel.stedman@utoledo.edu) if you are interested in joining SIFE or would like additional information.

## Have something for the next newsletter?

If you would like to submit a story or announcement for the next undergraduate newsletter, please email [robert.detwiler@utoledo.edu](mailto:robert.detwiler@utoledo.edu) with your story!