



Can I use my DES for summer term?

Yes. You have to let your DES advisor know ahead of time that you would like to use your DES for summer term. Your DES advisor will discuss possible pros and cons of using your DES for a summer term. Remember that your DES is for a fixed number of terms, it is your responsibility to know how many terms you have left on your DES.

Can I use my DES for a community college back home during the summer?

No. You have to use your DES at the UO.

Do I have to apply for my DES every term? Every year?

No, you do not have to reapply every term or year. To keep your DES you must meet your scholarship requirements. Please refer to your DES contract for the requirements.

How do I get my DES back?

If you “lose” your DES because you failed to meet your scholarship requirements, you can apply to have your DES reinstated. In order to apply for reinstatement, you will need to make an appointment with a DES advisor, and you will need to fill out a petition which must be submitted to your DES advisor by 5pm Friday of Week 2.

I went to a workshop as part of my class; does that count for my workshop?

No. The workshop requirement for your DES is separate and apart from any class requirement. If you are receiving credit, or a grade, for a workshop you attend inside or outside of class, you cannot count the workshop for your DES requirement. If you have any questions talk to your DES advisor.

What kinds of workshops should I attend to fulfill my requirement?

There are many types of workshops that can fulfill your DES requirement. Each term you will receive emails about upcoming workshops offered through CMAE or our partners on campus.

However, we will never have an exhaustive list of available workshops. If you see a workshop you believe pertains to your academic or professional success, or you believe it will be helpful to you as a student in general, please contact your advisor *before* the workshop. Your advisor will let you know if the workshop qualifies.

I’m in the Pathway program and meet with an advisor there. Does that count for the DES requirement?

Short answer is that it may. You are required to meet at least twice a term with your DES advisor. If you are also seeing your Pathway advisor or your major advisor, you can talk to your DES advisor and agree to a different meeting plan.

How do I get “pre-authorized” for a CMAE class?

If you are a DES scholar you are automatically pre-authorized for “CMAE classes.” If you are not a DES student you will need to attend one of two pre-authorization meetings offered winter term for *upcoming* spring term classes. The pre-authorization meetings this winter term will be on Tuesday, February 4th, 2014 at 11am in Lillis 111 and Wednesday, February 19th, 2014 at 4pm in Lillis 175. For both DES and non-DES students, being pre-authorized for a class does not guarantee registration for the class. Just like almost every other UO class, you can only register for a class if there is space available. Please contact a CMAE advisor if you have any questions about the CMAE classes.

Can I use my DES for study abroad?

It depends on the program. Your DES can only go towards a UO Study Abroad Program. There are over 100 study abroad programs and internships offered through the UO. Each term the Office of International Affairs offers study abroad information sessions regarding how to choose a program, applications, financial information, and much more. You can also make an appointment to talk to an advisor with the Study Abroad Programs. You should also talk to a financial aid counselor at the Office of Student Financial Aid for specific information regarding your financial aid packet and study abroad.

Below are important study abroad and financial aid links:

<http://international.uoregon.edu/studyabroad/financial-information/financial-aid>

<http://international.uoregon.edu/financial-information/program-costs>

You can also apply for the Diversity Excellence Scholars Abroad (DESA) scholarship which is open to all students. The application deadline for summer 2014 and fall 2014 study abroad is April 1, 2014. More information is here:

<http://cmae.uoregon.edu/ProgramsandServices/GraduationandPostgraduationSuccess/ScholarshipsandAcademicPrograms/Scholarships.aspx>

When is the best time to study abroad?

There is no best time to study abroad. The best time depends on your goals and finding the right program. Some study abroad programs might only be offered in the summer or fall. Or it might be best to complete certain classes here at the UO before you study abroad for a certain term. Planning ahead will help you make the best decision and give you time to look for funding, and the best class schedule. Make sure you talk to your DES advisor so we are aware of when you will be using your DES abroad.

Scholarships for studying abroad: <http://international.uoregon.edu/studyabroad/financial-information/scholarships>

Do I need to fill out the FAFSA every year?

Yes. To apply for financial aid, please click [here](#). To receive financial aid, you'll need to fill out the [Free Application for Federal Student Aid \(FAFSA\)](#) every year starting January 1st and by March 1st to be considered for most funds. After you have completed your FAFSA and received your financial aid award letter from UO, please follow this [checklist](#). To better understand your general cost of attendance, please click [here](#) and [here](#). To calculate your tuition and fees: please click [here](#).

If you have other questions regarding financial aid such as how to fill out the FAFSA; how to apply scholarships you received outside of UO; how to create a budget, etc, please directly contact the Financial Aid office:

- To contact them electronically, please click [here](#)
- By phone: 541-346-3221 or 800-760-6953
 - Phone Hours:
 - Monday-Thursday: 8:00am-5:00pm
 - Friday: 9:00am – 5:00pm
 - Please note that due to [Federal Education Right to Privacy Act](#), they are only able to answer general questions over the phone
- For in-person contact, they are located in 260 Oregon Hall
 - Office hours:
 - Monday, Tuesday, Thursday, & Friday: 8:00am-5:00pm
 - Wednesday: 9:00am-5:00pm
 - Counselor Drop-Hours:
 - Monday-Friday: 9:00am-4:00pm

Where can I find more scholarships?

There are various resources for exploring scholarships. The UO's Office of Financial Aid and Scholarships is a good place to start. You can explore scholarships based on your college status, such as freshman, transfer student, graduate, etc. There are also scholarships based on merit, scholarships from your major department, and non-UO scholarships. For general information about scholarships at the University of Oregon, please click [here](#). For frequently asked questions regarding scholarships, please click [here](#). For scholarship application tips, please click [here](#). To find scholarships, please click [here](#) and [here](#).

For specific UO scholarships, please click on your specific student status:

- [Incoming First Year Students](#)
- [Continuing and Transfer Students](#)
- [Graduate and Law Students](#)
- [International Students](#)

I need money now, so is there any office on campus that gives emergency loans?

The Business Affairs Office has an emergency loan of up to \$300. You must be enrolled for the current term and not have any outstanding Emergency Student Loans to qualify. Please consult with a financial aid counselor for other funds and prior to seeking an emergency loan from Business Affairs. For more information please click [here](#). For international students, please click [here](#)

What courses are not covered by tuition?

Tuition remission scholarships such as the Diversity Excellence Scholarship do not cover any fees such as course fees, self-supported course fees, etc. GTF tuition waivers and staff tuition benefits also do not cover those fees.

Course fees are indicated with the “\$” in the “notes” column of the class schedule and the fee amount can be found on the “course data” page. Course fees are typically associated with physical education courses, science labs, and courses with field trips

Self-supported course fees are indicated with the “T” in the “notes” column of the class schedule and the fee amount can be found on the “course data” page. Some examples of self-supported courses include certain online/web/distance education courses, Substance Abuse Prevention Program (SAPP) courses, and remedial courses such as MATH 095. For a screenshot of these fees, please click [here](#)

How does summer school work? Can I get financial aid for summer?

Please note that summer session courses are scheduled differently than the Fall, Winter, and Spring terms, so do carefully look at the times and dates for the courses you’re interested in. The course schedule ranges from one week to eight weeks at different starting dates throughout the summer. Though there are four sessions during the summer, the whole summer session is considered one academic term. Please also consult with financial aid about the disbursement of your financial aid, since it is dependent on when your first summer course starts

- For general summer session information, please click [here](#)
- For information on summer financial aid, please click [here](#)
- For the summer registration and class calendar, please click [here](#)

What kind of job can I get with my major?

The [Career Center](#) can help you figure this out. You can also consult with your major/school specific career services office listed above. CMAE advisors and your major department advisors are also great resources. For general information about majors and what you can do with them, please click [here](#)

What career related resources are there?

There are multiple career related resources on campus and the links to them are below, but you’re always welcomed to consult with a CMAE advisor if you’re not sure how to approach those resources:

- [Career Center](#)
- [Lundquist College of Business Career Services](#)
- [School of Law Career Center](#)
- [School of Journalism and Communication Career Services](#)
- [Professional Outreach and Development for Students \(PODS\) Career Services in the School of Architecture and Allied Arts](#)
- [Alumni Association Duck Career Network](#)

Who can help me with a resume and/or cover letter?

Any of the career related resources listed above can help you with your resume/cover letter and you’re welcomed to consult with any CMAE advisor for additional help.

- For a general resume tutorial, please click [here](#)
- For a general cover letter tutorial, please click [here](#)

How do I find jobs and internships on/off campus?

There are multiple resources on campus to help you find jobs and internships on/off campus and below are some links to help you get started.

- For general job search strategies, please click [here](#)
- For general internship strategies, please click [here](#)
- For a listing of employment opportunities, please click [here](#)

What is work-study?

Works-study is a federally funded financial assistance program where you can work up to 25 hours per week and get paid on an hourly wage. Most work-study positions are on-campus, but there are some off-campus positions too. For more information, please read below.

- For general information about work-study, please click [here](#)
- For frequently asked questions for work-study, please click [here](#)
- For a listing of work-study opportunities, please click [here](#)

What do I need to do when I am ready to graduate?

Congratulations! You are about to graduate! However, ***you must apply to graduate***. There are different processes for applying for bachelor's degrees, advanced degrees, and law degrees (J.D.). In general, for a bachelor degree, you can apply for graduation online via DuckWeb. *You need to apply for graduation the first few weeks of the term prior to the term you plan on graduating.* For an advanced degree, you apply through the graduate school by the second week the term you plan to graduate. For a law degree, you complete the online application through DuckWeb.

For more detailed information: http://registrar.uoregon.edu/current_students/applying_for_graduation

What is dual enrollment? How do I dual enroll?

Dual enrollment involves being a student enrolled in two separate, academically related institutions. Most UO students are dual enrolled at one of two community colleges, either Lane Community College or Southwestern Oregon Community College. There are many benefits to being dual enrolled including flexibility in course selection, and paying community college fees for courses.

If you think it is a good idea to be dual enrolled you can talk to any of your advisors for more information. If you've decided to dual enroll, you can talk to the UO's Admissions Office for more information.

More information can be found here: <http://admissions.uoregon.edu/freshmen/dualenrollment/FAQ>

And here: <http://admissions.uoregon.edu/freshmen/dualenrollment>.

I'm only taking 12 credits...is that enough?

Taking 12 credits a term as an undergraduate allows you to remain a "full-time" student for financial aid purposes (and is a minimum for the DES scholarship). However, if you plan on graduating in four years, you will need to take 15 credits per term on average. Some students, however, may wish to start off

their college career taking only 12 credits to adjust to the pace and expectations of college. This is perfectly acceptable, and sometimes even recommended.

A good way to increase your credits and not your workload is to take one or two TLC courses (<http://tlc.uoregon.edu/learningservices/courses/index.html>) that are designed to build study skills, time management, and other college/academic-related skills (i.e., studying science, managing money, or choosing a major). These courses usually meet for 3-8 weeks, or are offered online. Another way to boost your credits is to take physical education (PE) courses. Up to 12 credits may be applied to a bachelor's degree. Please note that some PE credits require fees to participate. Check your specific scholarship/grant/aid to see if they apply toward PE courses (DES does not).

How and when do I register for classes?

The first time you register for classes on DuckWeb you will need to have your ID, PAC, and PIN ready. Your Personal Access Code ("PAC") and Student ID Number ("ID"), both sent to you by the Admissions office, allow you to access DuckWeb functions.

What is priority registration?

Your registration priority is the date when you can begin to register for classes. A few weeks before initial registration opens each term, the Registrar's Office publishes a [Registration Priority Schedule](#). You are given a registration priority time each term based on the number of credits you have accumulated and the last three digits of your UO ID number.

For more detailed information visit: http://registrar.uoregon.edu/current_students/registering-for-classes

How do I add or drop a class?

You will need to go to [DuckWeb](#) to add or drop classes. Once on Duckweb select "Student Menu" then "Registration Menu", then "Add/Drop Classes". You should drop classes as soon as you know you will not be attending, so other students have an opportunity to enroll. You can also talk to an advisor if you have questions about whether it is a good idea to drop a class or not.

Is it bad if I drop a class?

There are a variety of reasons to drop a class. If you drop a class before the Monday of week 2, no W will be recorded (*see question "What does a W mean?" for more info*), and no one will know you dropped it. If you drop a class after the start of the term, a W will be processed on your transcript. Dropping a class if the course was too challenging, if you had personal issues come up during the term, etc., is not bad. Life happens and people, even those reviewing your transcripts for scholarships, graduate school, etc., know that. *However, you do not want to establish a pattern of dropping classes.* To avoid a pattern of dropping classes because of course difficulty, make sure you are meeting with an advisor to develop an appropriate schedule and course load.

What is a waitlist?

Waitlists are exactly what they sound like-- a list you can join and wait for open seats in a class. Once a class has reached its enrollment capacity, the status of that class will change from "Open" to "Closed." If the course does not have a waitlist, contact the instructor or department for permission to add the class. For more detailed information visit: <http://registrar.uoregon.edu/help/waitlisting/faq>

What is a major advisor?

A major advisor is an advisor from within your major department. Major advisors advise you on major requirements and are very helpful in your course planning. You should check in with your major advisor at least once a year, especially as it gets closer to graduation, to make sure you've meet all your major requirements.

Do I have to see you and a major advisor?

No. However, if you are a Diversity Excellence Scholarship freshmen recipient you must meet with an advisor from within the Center for Multicultural Academic Excellence twice a quarter, for the first year. If you received the DES as a sophomore or above, you will meet with your CMAE advisor once a quarter in your first year of receiving the award. You can talk to your CMAE about arranging for a different meeting plan that includes meeting with a major advisor. We highly encourage you to meet with your major advisor as frequently as possible so you are constantly informed of program requirements and changes.

Do I have to declare a minor?

No. Minors are optional, but are strongly encouraged. Minors require at least 24 credits. A list of [majors and minors](#) appear in the [Student Handbook](#) and the [Catalog](#).

For more detailed information visit:

http://advising.uoregon.edu/AA_Pages/AA_FAQ.html#declareminor

Can I major in pre-med?

No. Pre-med or pre-health is considered your *professional objective*. You can request your degree audit contain your professional objective. We encourage you to have a professional objective on your degree audit. This is helpful because departments and advising programs like the Health Professions Program, will send out information to specific students who have declared pre-health as their professional objective.

If you are a pre-med or pre-health student, we encourage you to talk to the Health Professions Program housed within the Teaching & Learning Center (TLC). For more detailed information visit:

<http://healthprofessions.uoregon.edu/>

What is a degree audit?

A degree audit is the way the university tracks the courses you have taken and your progress toward completing your graduation requirements. Degree audits should have up-to-date information (updated after grades are finalized each term) on your undergraduate requirements, as well as major specific requirements. If recent grade changes, major, changes, degree changes, etc. are not reflected, note the date and time, and click the "update student degree audit" tab. Though academic advisors can help you understand the degree audit, it can be empowering to track your own progress. You can access your own degree audit via DuckWeb. Log in, click on "student menu," then click on "view degree audit."

How do I figure out group requirements?

In order to graduate students must complete 15 credits in each of the three groups: Arts & Letters, Social Science and Science. Students can find a list of group-satisfying classes here:

http://registrar.uoregon.edu/group_courses/.

Remember, not all classes are offered each term, so be sure to check the class schedule for availability.

What's a BA, what's a BS? Do I need to do both?

A Bachelor of Arts, or BA, at the University of Oregon signifies that a student has completed the equivalent of two-years of a second language. A Bachelor of Science, requires 1 year or the equivalent of college level math. Choosing a BA or a BS depends on a number of factors, such as your major, and it is recommended you meet with an academic advisor. You can review the requirements here:

http://registrar.uoregon.edu/current_students/bachelors_degree_requirements

Can I use my second language for both the BA requirement and arts and letters?

No. You may only use the 2nd year (201-203) language classes for *either* the BA requirement *or* the Arts & Letters requirement.

How do I calculate my GPA?

There are two different types of grade point average or GPA—your term GPA, and your cumulative GPA. Your *term GPA* is a calculation of the total grade points you earned that term, divided by the total amount of credit hours you attempted, to make an average. Grade points are calculated by multiplying the number of credit hours (i.e., 4 for a 4 credit class) by the number of points each grade is worth (i.e., A = 4 pts, B = 3, C = 2, D = 1, F = 0). See the sample chart below for someone who took four 4-credit classes in a term.

Sample Term GPA calculation			
Course	Credit Hours	Grade	Quality Points
Math	4	B	12
Writing	4	A	16
Science	4	B	12
Sociology	4	C	8
16 Total Attempted Credit Hours			48 Total Grade Points

These *term* GPAs factor into your *cumulative* GPA. Your cumulative GPA is an average of the points you've received across multiple terms. The same formula applies, adding the total number of grade points you've received from all terms combined, divided by the total number of credit hours attempted from all terms.

To calculate your term GPA, cumulative GPA, or to predict your GPA based on estimates, see the GPA calculator on the Registrar's website:

http://registrar.uoregon.edu/current_students/grading_system/gpa-calculator

What does a W mean?

A "W" is one of the various grades used in the UO grading system (see UO's complete grading system here: http://registrar.uoregon.edu/current_students/grading_system) and means "officially withdrawn without penalty." It occurs on your transcript when you have either dropped one, several, or all of your classes after a particular deadline. The "without penalty" means that you didn't earn credit for the course, but that it also doesn't factor into your GPA. The deadline to drop a class with no "W" recorded is usually the 2nd Monday of the term. Any time between then and midnight on the Sunday before week 8, you may drop one, several, or all of your classes, but with a "W" recorded. Please note if you drop all of your classes (a complete withdrawal) between the first day of the term and the Sunday before finals, you will be responsible for a percentage of your tuition (it is usually to your advantage to drop earlier

rather than later). For more information on academic dates and deadlines and refund schedules, see the Registrar's page: <http://registrar.uoregon.edu/calendars>.

Is a W bad?

The W means you withdrew from a course "without penalty." There are a variety of reasons to withdraw from a course, and many of them are legitimate and will have no negative consequences. However, you want to be careful *not to establish a pattern of Ws* on your transcript. You are the only one who knows your reason for withdrawing. However, someone looking over your transcript may infer from repeated Ws that you had difficulty managing time, fulfilling requirements, etc. If you have questions about whether or not to withdraw, please see an academic advisor.

What does P/NP mean? Will it affect my GPA?

Pass (P) and No Pass (NP) are two of the grading options in the UO Grading System (http://registrar.uoregon.edu/current_students/grading_system). You can receive a P/NP either because you chose P/NP as a grading option, or because the class is only offered P/NP. The decision to take a class P/NP is yours. Since a P/NP does not affect your GPA (meaning you receive the credits, but they don't add to or subtract from your GPA), some students take courses P/NP when they find a class challenging, or if they did worse on a midterm than they expected. *However, to receive a P, you must receive the equivalent to a C- or better according to your instructor's grading system.* Additionally, though a P/NP won't affect your GPA, if you are considering graduate school, it is advisable to take your classes graded when possible.

When is the last date I change from graded to P/NP?

If your course allows, you can change the grading option on DuckWeb. You can change it when you initially register, or any time up until the end of the 7th week of the term (http://registrar.uoregon.edu/current_students/grading_system#choosing-a-grading-option).

How many classes can I take P/NP?

All students are required to complete 168 graded credits (meaning A, B, C, D, P*). (A P* is noted if a class is offered P/NP only. Grades of P* will not go toward your total allowable P/NP credits). This means, if you complete the minimum number of credits required to graduate (180), you can take up to 12 credits of P/NP courses. **Please note, a course may allow you to choose P/NP, but your major may require your class to be taken as graded. Check with your specific major or department before you change the option.**

Academic Warning and Probation – what does it mean? How do I get out of it?

According to the Registrar "students receive an academic warning when the UO term GPA is lower than 2.00, even if the UO cumulative GPA is 2.00 or higher. This notation is not recorded on the student's academic transcript." Students may also be placed on Academic Probation if their cumulative GPA drops below a 2.00 or their 3 most recent consecutive terms they have earned below a 2.00. Find more information on the Registrar's website: http://registrar.uoregon.edu/current_students/academic-standing

I think my professor (or a UO staff member or student) is biased, what should I do?

The UO's Office of Affirmative Action and Equal Opportunity (AAEO) is responsible for "working with all members of the University of Oregon community to ensure the university is meeting the letter and spirit

of its legal obligations” related to nondiscrimination on campus. If you feel you have been discriminated or harassed you should contact the AAEO to learn about your rights, options and the resources available to you. For more information: <http://aaeo.uoregon.edu/>

We also encourage you to talk to an advisor or a trusted faculty/staff member and voice your concerns.

I missed a week of class due to illness, what should I do?

If you haven’t already done so, you should contact your professors. The Dean of Students office has a list of options if you are having trouble keeping up with class:

<http://uodos.uoregon.edu/SupportandEducation/CommonCollegeStudentConcerns/tabid/183/Default.aspx>. It is always best to meet with an advisor to discuss these options.

I got good grades in high school, but college is so much harder. What am I doing wrong?

Expectations from college professors often vary from your high school teachers and vary by subject. The UO has many resources to help you manage your expectations, including the Teaching and Learning Center. They have an entire section of their website devoted to breaking down academic expectations. Read more here: <http://tlc.uoregon.edu/learningservices/studyskills/expectations.html>

Where can I get tutoring?

There are a number of offices and resources that offer tutoring on campus. Below is a non-comprehensive list.

- CMAE Math & Writing – drop-in basis, see front desk for hours, or call 541-346-3479.
- Lundquist College of Business Braddock Tutoring (BEST - for business and economics related courses) Location: 155 Lillis; Hours: Monday - Thursday: 11:00am - 4:00pm
- Teaching & Learning Center (TLC) - Math and Writing Labs (they also provide group and individual tutoring for CH, PHYS, FR and SPAN for a fee). Location: 72 Prince Lucien Campbell (PLC). Hours: Monday - Friday: 9:00am-4:00pm. Contact: 541-346-3226
- College of Education Tutoring Services (COE) - Math drop-in and Writing by appointments. Location: 130 HEDCO Education Building. Math drop-in hours: Monday - Thursday: 10:00am-5:00pm. Contact: 541-346-8130 or coetutors@uoregon.edu
- Mathematics Library. Location: 218 Fenton Hall. Hours: Varies. Contact: 541-346-3023 or mathlib@uoregon.edu
- Biology Tutor for Undergraduates (BTU). Location: Biology Peer Tutor Center: Klamath 32. Hours: Varies depending on subject, so best to drop by and look at the posted schedule or call them: 541-346-4502
- Chemistry and Biochemistry Tutors. Updated tutor list is available in 91 Klamath Hall
- SUPeR (Success Utilizing Peer Resources) Chem. Peer review sessions for general and organic chemistry. Hours and locations vary, so click above for more information.

What are some good ways to meet people on campus? How do I get involved on campus?

Visit Get Involved: <http://getinvolved.uoregon.edu/> - here you can find a calendar of campus events as well as a list of registered student organizations. Can’t find one you like, start your own! You can also meet with staff in CMAE to discuss other ways to get involved.

I would like a mentor, how can I find one?

There are a number of ways to find a mentor, some formal, others informal. If you are a freshman, check out IMPACT:

<http://uodos.uoregon.edu/SupportandEducation/DiversityEducationandSupport/IMPACTProgram/tabid/75/Default.aspx>.

If you are a sophomore or above check out WINGS: <http://cmae.uoregon.edu/Home/Mentoring.aspx>. If there is someone you would like to be your mentor come talk to an advisor to see how you can approach that person. Having a mentor is a great way to ensure a positive experience at the UO.