ADVISING SUPPORT FOR SPRING 2021 ENROLLMENT

It's time to prepare for Spring 2021 enrollment! Knowing how to build a schedule, search for classes, and enroll are essential skills to learn so connect with our advising team soon if you need a refresher!

FIRST-YEAR (FALL 2020 ADMITS)

Check your SF State email to RSVP for any of our Ready to Register Workshops this month (November 12-22).

Metro students (fall start) must meet with their advisor for course planning.

UNDECLARED (2ND YEAR AND ABOVE)

Check your SF State email for an appointment invite from your academic counselor. Before your appointment, review the Exploring Majors: Pathway to Declaration resource on iLearn so you are ready to discuss the major(s) you have in mind.

DATES & DEADLINES

11/9  Spring 2021 Class Schedule available (subject to change)
11/10  Undocumented students and the Health Care Professions (RSVP here)
11/10  California Dream Act Application Assistance (RSVP here)
11/11  Veteran’s Day (no classes, campus closed)
11/16  Deadline to withdraw for serious and compelling reasons (see page 3)
11/23 - 11/25  Fall Recess (no classes)
11/26 - 11/27  Thanksgiving Break (no classes, campus closed)
11/30  Spring 2021 Registration Begins (based on Enrollment Appointment)

First-Year Experience (FYE) opportunities for Fall 2020 Freshmen: FYE Study Circles and Virtual Events
SPRING 2021

ENROLLMENT

TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>11/9</td>
<td>Class Schedule and spring enrollment appointments available</td>
</tr>
<tr>
<td>11/30 - 1/12</td>
<td>Enrollment begins (16 units max, 15 units max if on academic probation)</td>
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<tr>
<td>1/13</td>
<td>Payment deadline</td>
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<tr>
<td>1/15 - 1/24</td>
<td>Open Enrollment (19 units max)</td>
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<tr>
<td>1/25</td>
<td>First day of instruction, permission numbers required to add classes through 2/12</td>
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<tr>
<td>2/12</td>
<td>Deadline to drop classes without a W on transcript</td>
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Dates subject to change. Refer to the Registrar’s website.

WHEN TO ENROLL

Although Spring 2021 enrollment begins on November 30th, your enrollment appointment tells you the specific date and time you can begin enrolling in classes through your Student Center. Check the Enrollment Dates box on your Student Center for your enrollment appointment around November 9th when the Spring 2021 Class Schedule is available.

⚠️ If you have a registration hold, you cannot enroll.

COMMON HOLDS THAT PREVENT ENROLLMENT

- Campus Financial Obligation
- Sexual Violence Prevention (SVP) Training
- Online training must be completed before you can enroll. Click [here](https://bursar.sfsu.edu) for more information.
- Past due balances must be paid before you can enroll. Contact the Bursar for more information.

DO I HAVE A HOLD?

Log in to your Student Center and check the Holds and Alerts box (right side). For information on how to get the hold lifted, click “details.”

WHAT IS AN ALERT?

Alerts are informational and will not prevent enrollment. Your Math and English Pathway Alerts will be removed after you complete the requirements.

STEPS TO ENROLL

1. CHOOSE REQUIREMENTS TO COMPLETE
   - Check your Degree Progress Report (DPR) for GE requirements you need and refer to the Advising Hub for first-year major course recommendations and roadmaps from your major department.

2. SEARCH FOR CLASSES AND LOAD YOUR SHOPPING CART
   - Search for classes based on the requirements you plan to complete. Use the Class Schedule or the Gator Scheduler and load your Shopping Cart before your enrollment appointment.

3. ENROLL AS SOON AS YOUR ENROLLMENT APPOINTMENT BEGINS
   - Courses fill quickly so enroll as soon as you can. After enrolling, check your DPR to verify that your spring classes meet the requirements you plan to complete.

ADVISING.SFSU.EDU
CAMPUS SPOTLIGHT
J. PAUL LEONARD LIBRARY

In addition to being a major study hub on campus, the J. Paul Leonard Library provides access to materials/technology and offers a wealth of resources to assist with research. Although building access is currently limited, their helpful team offers 24/7 chat assistance and the Library is now providing multiple options to access circulating collections and collections at other libraries. 

library.sfsu.edu

HOW TO BUILD A SCHEDULE

Set yourself up for success by following these guidelines to create a balanced schedule.

Choose a mix of GE and major courses (if applicable). An unbalanced schedule (i.e. lots of science and math classes) could create a workload that is hard to manage.

REMINDER: GE Areas A1, A2, A3, and B4 should be completed in your first year.

Take appropriate courses by focusing on lower division requirements first (courses numbered 100-299) and checking course prerequisites. Professors may drop you from a course if prerequisites are not met.

Be realistic about your time when deciding how many classes to take. Consider the amount of study time the course load requires and other responsibilities that demand your time (i.e. part-time job).

REMINDER: Full-time status is 12 units. If your goal is to graduate in 4 years, plan to average 15 units per semester or 30 units per year (includes summer sessions).

Schedule classes during times in the day when you are more likely to attend class and focus. Enroll as soon as your enrollment appointment begins to increase your chance of getting the sections you want.

Q&A

Q: WHAT DOES A "W" ON YOUR TRANSCRIPT MEAN?
A: After the 3rd week of the semester, you have to submit a request to withdraw in order to drop a course. If approved, a W will appear on your transcript. You can withdraw from up to 18 units of SF State courses and even though a withdraw will not impact your GPA, some grad schools may view them in a negative light if it happens often.

Q: WHAT IS A WAIT LIST?
A: When you add yourself to a wait list, you have a chance of enrolling if a spot opens up before the semester begins. You will be automatically enrolled unless you reached your unit limit or are enrolled in a different section of the same course.