

Syracuse London Spring 2019 Registration Packet

Register online: November 27-30 (start dates vary)



This packet contains:

- **Registration advice and restrictions**
- **Special enrollment courses**
- **Preparation checklist**
- **Updated time schedule**
- **Instructions**



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Syracuse London Centre Spring 2019 Registration Instructions

Online Registration: Tues.-Fri., November 27-30, 2018

1. **READ THIS ENTIRE PACKET** and Registration FAQs **before** you attempt to register online.
2. [CHECK NOW](#) to see if you have any holds that will prevent you from registering.
3. **FIND YOUR PERSONAL REGISTRATION START DATE** in the [OrangeAbroad](#) message for Learning Content: Registration Appointment & Instructions. Syracuse Abroad registration appointments are not viewable in MySlice. (Matriculated SU students: Note that any appointment reflected in MySlice is for main campus registration only.) All London students' registration appointments expire at 3:00 PM EST on Friday, November 30. After this time, an "SUA" Registration Hold will prevent you from making any changes to your schedule until you arrive in London.

IMPORTANT:

Make sure you will have access to a computer and the Internet during the online registration period.

Students who do not register online by **3:00 PM EST on Friday, November 30** will register on-site after their arrival abroad and may find that many courses are full. *There will be no exceptions to this policy.*

Course Announcements

The information following reflects updates and additions to the Time Schedule of Classes included in the Academic Packet released in October.

NEW Economics Course Restrictions

Demand for Economics courses has been unusually high this semester. In order to accommodate as many students as possible in these courses, we have restricted enrollment for Economics classes based on the preferences you indicated on your Student Advising Forms. If seats remain open in these classes after all students have registered, you may request to add an ECN course after you arrive in London.

- **ECN 362 - Globalization, Development and the Environment** will be a [Special Enrollment Course](#). If you have permission to register for the course, you will be notified by email. If you register for ECN 362, you may not also register for ECN 312.
- **ECN 312 - Behavioral Economics:** If you register for ECN 312, you may not also register for ECN 362.

Course Changes

- **ART 400 - History of Contemporary Design** will now meet on Mondays (not Wednesdays). Students who register for this class will be assigned their section in London.
 - ART 400.1 meets on Mondays, 10:00 AM - 1:00 PM.
 - ART 400 .2 meets on Mondays, 2:00 - 5:00 PM.

- **DES 485 - Multidisciplinary Design Studio** will now meet on Wednesdays (not Mondays). Register for the section to which you were originally assigned.
 - DES 485.1 meets on Wednesdays, 9:00 AM - 1:00 PM.
 - DES 485.2 meets pm Wednesdays, 2:00 - 6:00 PM.

Cancellations

- **PHO 204.2 - Intro to Photography**, scheduled for Mondays at 2:00-5:00 PM, has been cancelled due to insufficient demand.
- **SPM 300.2 - Global Sport Marketing: Case Study Approach**

Courses in High Demand

Based on information from submitted Student Advising Forms, some courses may reach capacity and close during registration. **Be sure to have some alternative classes identified (and even placed in your Shopping Cart in MySlice)**, in case a class you would like to take is closed when you register. The following are classes with demand at or near capacity. This should **NOT** be interpreted as a complete list of all classes that may close:

- BUA/CRS 300.1 - London's Creative Industries
- ECN 312 - Behavioural Economics
- HOA 201 - Masterpieces of Art
- HOA/HST 300.1 - A History of London in 11 Objects
- HOA 473 - London Museums: Art, History and Science in Contemporary Culture
- HOM 300.1 - Performance Live: London
- HST 300.3 - London's Living History
- PHI 300.1 - Technology, Values and the Future
- PSY 300.1 Health Psychology: Mind, Body and Culture
- SOC 200.1 - Business of Nightlife: London Subcultures
- SOC412 - Multicultural London

Other Courses to Consider

As you finalize your schedule in preparation for online registration, you may want to consider the following courses:

- BUA 300.2 - Business of Tourism
- ETS 320 - Interpreting Shakespeare
- EEE 370 - Introduction to Entrepreneurship & Emerging Enterprises
- FIN 355 - Money and Banking
- HOA 208 - An Architectural History of London
- HOA 400.1 - Women and Art: London and the U.K.
- HOA 372 - The Business of Art
- SOC/QSX/WGS 400.1 - Sex, Gender and the City
- TRF 560.1 - The BBC: Reinventing Public Broadcasting
- TRF 560.2 - Documenting Reality: Factual Formats in British Film and TV (priority enrollment to Newhouse and other Communication majors)

Registration Restrictions

Art History Courses

During online registration, students may register for **only one** of the following courses (Art History majors may register for **two**):

- HOA 201 - Masterpieces of Art*
- HOA 208 - An Architectural History of London
- HOA/HST 300.1 - A History of London in 11 Objects*
- HOA400.1 - Women and Art: London and the UK*
- HOA 372 - The Business of Art
- HOA 473 - London Museums: Art, History and Science in Contemporary Culture*

In addition, HOA 201, HOA/HST 300.1, HOA 400.1, and HOA 473 (marked by an asterisk*) offer two choices for visit times. You will sign up for your visit section in London. **Plan your schedule to allow for at least one visit, including about 30 minutes' travel time to and from the visit.** This means you cannot register for another course that meets just before or after the visit time.

Economics Courses

As detailed on [page 2](#), you may register for ECN 362 or ECN 312, but not both. ECN 362 is a Special Enrollment course; you will be notified by email if you have permission to register for it.

Sociology Courses

During online registration, students may register for **only one** of the following courses (Sociology majors may register for **two**):

- SOC 200.1 - Business of Nightlife: London Subcultures
- SOC 367 - Sociology of Sport
- SOC/QSX/WGS 400.1 - Sex, Gender and the City
- SOC 412 - Multicultural London

→ **Students who disregard the directives above will be administratively dropped from any additional course.** The registration system will not prevent you from registering for more than one of these courses. If seats remain open after all students have registered, you may request to add a second HOA or SOC course in London.

Other Restrictions

- **BUA 400/CFS 493/MUI 408/RAE 400** - *The Global Workplace* is open **only** to students who submitted the Internship Commitment Form by the deadline.
- **SPECIAL PROGRAM COURSES:** The following courses are open **only** to students admitted to the London Program noted in parentheses:
 - ARC 408 - Architectural Design (Architecture Program)
 - ARC 561 - Survey of British Architecture (Architecture Program)
 - CMD 450 - Communications Design Problems (Design Program)
 - DES 485 - Multidisciplinary Design Studio (Design Program)
 - EDI 352 - Environmental Design Directed Research
 - IND 481 - Ethnography and Culture in Design

During online registration, these courses are open **only** to students admitted to the London Program noted in parentheses; others may request to add them in London on a space-available basis:

- ARC 434/734 - London's Built Environment (Architecture Program)
- ARC 500.1 - Genealogies of the City: London's Urban Lineage (Architecture Program)
- ART 400 - History of Contemporary Design (Design Program)

Registration Notes

Register for 12-16 credits.

All undergraduate students must register for a **minimum of 12 credits** of classes taught in London in order to meet both program and U.K. immigration requirements. **Wait-listed classes, the Signature Seminars, and online courses DO NOT COUNT as classes taught in London.**

During online registration, MySlice will not allow you to register for more than **16 credits**. If you need to register for more than this typical course load, [email Jeanne Chu](#) **PRIOR to the start of online registration** to explain your academic need. If you would like (but don't need) to take more than 16 credits, you may add a course in London, on a space-available basis, during schedule adjustment.

- If you attempt to register for more than 16 credits, you will receive the error message "Maximum term student unit load exceeded."
- This credit restriction will NOT affect your Signature Seminar registration. Our office will administratively register you for this course after online registration concludes.

Allow time in your schedule for required site visits.

If a course requires visits outside of class meeting time, this is indicated in the "**Visits**" column of the [Time Schedule of Classes](#). It is your responsibility to ensure that you can fit at required visits into your schedule. You will need to allow about 30 minutes' travel time to and from any visit; this means you cannot register for another course that meets just before or after the visit time. This affects your registration for the following courses:

- ETS 320 - Interpreting Shakespeare
- HOA 201 - Masterpieces of Art*
- HOA/HST 300.1 - A History of London in 11 Objects*
- HOA400.1 - Women and Art: London and the UK*
- HOA 473 - London Museums: Art, History and Science in Contemporary Culture*
- HOM 300.1 - Performance Live: London

Some courses (indicated by an asterisk*) offer two choices for visit times. You do not select your visit time when you register online (sign-up for the visits takes place in London), but you need to leave room in your schedule for at least one of them.

Courses that meet together share one 5-digit class code.

A number of courses meet together and have cross-listings (they can be registered under more than one prefix and/or number, such as FIL 300.2/QSX/WGS 400.2). To prevent you from being closed out of a course under one prefix while seats under the other listings are still open, we have provided **only a single 5-digit class number** for each cross-listed course.

This means that you may want to take the course *British Masculinity on Screen: James Bond and Sherlock Holmes* for Film credit, but you will see it appear on your schedule in MySlice as WGS 400.2. *Don't be concerned. Once you get to London, you will have an opportunity to correct your registration so that it reflects the prefix you want.* The course rubric and number for these courses are **highlighted in green** on the schedule.

IMPORTANT: Read me!

“Class Search” and “My Planner” functions in MySlice DO NOT WORK for Syracuse Abroad classes.

The online registration system for Syracuse Abroad classes does NOT operate the same as it does for Main Campus classes. THESE ARE THE KEY DIFFERENCES:

- You cannot use “Class Search” or “My Planner” since London classes do not appear in the MySlice searchable database. In order to register, be sure you are on the *Enroll* tab and enter the 5-digit class numbers highlighted on the [Time Schedule of Classes](#).
- DO NOT use the online Help during registration (some of these directions do not apply to London class registration). Instead, refer to the [enclosed three-column chart](#) that details how to add, drop, and swap classes, and the [Online Enrollment Guide](#).
- You cannot register for more than 16 semester credits during the online registration period (MySlice will prevent you from doing so). *If you would like to take more than 16 credits, you may add a course after arriving abroad, on a space-available basis, during the first week of classes.*
- In some cases, the system may not prevent you from registering for classes for which you are not eligible. Be aware of any prerequisites indicated in the Time Schedule and [course descriptions](#), and **select only classes for which you are eligible**. Please note that **you may be dropped from any class for which you are deemed ineligible** based on the transcript information available to us.

Your Signature Seminar will be added to your registration after November 30.

You **will not** register online for the optional Signature Seminar. Our office will administratively add this course to your record after online registration concludes.

Comply with all prerequisites.

Some courses are restricted to students who have had prior course experience. Be sure you have met any prerequisites for a course you plan to take. Prerequisites are indicated on the [Time Schedule](#) in the **Restrictions/Requisites/Notes** column, with equivalent courses described for visiting students in each [course description](#). If you do not meet a prerequisite, you may not register for the course during online registration (priority to register goes to students who meet the prerequisite). Once abroad, if there are open seats in the course, students without the prerequisite may request permission from the instructor to enroll. If the system blocks you from a course during online registration and you believe you have the necessary background, [email Jeanne Chu](#) immediately with supporting information and documentation demonstrating how you are eligible for this course.

Wait lists require action on your part when you arrive abroad.

All wait lists will be addressed in London during the schedule adjustment period. Wait-listed students are required to attend the first class session and speak with the instructor to demonstrate continued interest in the course. **Make sure you are registered for at least 12 credits NOT counting any wait-listed courses (or Signature Seminar)!** This is necessary in order to fulfill both U.K. immigration and Syracuse London program requirements. See page 3 of the [Online Enrollment Guide](#) for instructions on adding yourself to a wait list in MySlice.

Schedule adjustment takes place after your arrival in London.

After you arrive abroad, you will receive a copy of your schedule, which you will then be asked to confirm. You will have an opportunity to make changes to your registration—drop and add classes—with instructor permission until the corresponding academic deadlines. **You will not schedule-adjust online.** (An “SUA” registration hold prevents you from making changes to your registration once the online registration period ends.) You will receive instructions from overseas center staff on the schedule adjustment process.

Special Enrollment Courses, London Spring 2019

Qualified students with permission to register for these courses have been notified by email. **If you do not intend to register for a course for which a seat has been reserved for you**, please [advise Jeanne Chu via email](#) ASAP.

For further information on these courses and necessary qualifications, please see the Academic Packet (found in [OrangeAbroad](#) > Learning Content tab > Academic Packet).

- **ANT 352/HNR 360.1 - Food, Culture and Identity - Honors**
- **COM 346 - Race, Gender and the Media**
- **COM 348 - Beauty and Diversity in Fashion Media**
- **ECN 362 - Globalization, Development and the Environment**
- **PHO 204.1 - Introduction to Photography**



Checklist: What To Do Before Your Registration Appointment

- Activate your NetID** and set up your Password at the [NetID Self-Serv portal](#). You will need to know your NetID and Password to access [MySlice](#) for course registration. **You'll need your SUID number to activate your NetID.** (Visiting students: You can find your SUID number on your [OrangeAbroad](#) home page.)

If you're new to Syracuse's IT systems, you can find more helpful information at the [IT Services web page for new students](#).

- If you have activated your account but forgotten your Net ID, you can retrieve it at the [Self-Serv portal](#). You can also reset a forgotten password at this page.
- Verify and/or update contact information on MySlice, if required. You may also have to acknowledge that you have read the "Know the Codes" document. Log into MySlice, select any of the links in Student Services, and you will automatically be forwarded to any items that must be reviewed/updated.
- Check NOW for any holds and resolve them.** A hold will prevent you from registering. Do not wait to resolve it until your registration appointment has started. Use this chart to assist you in looking up any holds on your account. *Syracuse Abroad does not place holds, and therefore cannot lift them for you.*

How to View Holds	
Action	Expected Result
Login to MySlice , using your NetID and Password	The MySlice homepage is displayed.
In Student Services, under Finances , select link "View Holds."	All holds are displayed.

- Confirm your schedule using the following materials:
 - The **Student Advising Form** you uploaded to **Questionnaires** in OrangeAbroad.
 - Your [Schedule Planning Form](#)
 - [Special Enrollment Courses eligibility info](#). **Only students who have been notified via email will be able to register for these courses!**
 - Updated [Time Schedule of Classes](#)
 - **Check Restrictions/Requisites/Notes column.** Do not select any course for which you are not eligible. Syracuse Abroad reserves the right to drop you from any course for which you are deemed ineligible based on the transcript information available to us.
 - Record the Class Numbers (**yellow-highlighted** 5-digit number found in the first column of the Time Schedule). **You will enter these numbers in MySlice to select your classes.**
 - **Do not select courses whose meeting times conflict.** Pay special attention to the Days, Times and Visits columns on the Time Schedule. For HOA 201, HOA/HST 300.1, HOA400.1, HOA 473, be sure at least one of the visits fits into your schedule (actual sign-up for the visits takes place in London). For these and other courses with regular visits/performances (ETS 320, HOM 300), **you will need 1 ½ hours for your visit plus travelling time equalling 2 ½ hours in total.** Note that ETS 430 has occasional mandatory site visits during its regular class time. **You should not register for another class which meets just before or just after any class with a visit.**
- Along with this packet, review the illustrated Syracuse Abroad [Online Enrollment Guide](#), which includes screen shots and detailed instructions on MySlice functions such as how to add courses to your MySlice Shopping Cart, how to drop or swap classes once they are in your cart, and how to add yourself to the wait list of a closed class. Illustrations in the Online Enrollment Guide will help you confirm that you're using the correct screen and tab to enroll.
- Before your registration appointment, add your course selections to your Shopping Cart in MySlice** (refer to the [Online Enrollment Guide](#)). While you will only initially register for 4-5 semester courses (12 to 16 credits), you should also put some alternative selections in your cart. Once your registration appointment begins, log back into MySlice and click the boxes next to your first-choice courses and "ENROLL" to register for classes. If you are unable to get into one or more classes, your alternative courses will still be in your cart for selection.

SYRACUSE UNIVERSITY LONDON PROGRAM

TIME SCHEDULE of Classes (Alphabetic): Spring 2019 Semester

As of 19 November 2018

Class #	Course #	Sec. #	Title	Professor	Cr.	Fee	Restrictions / Requisites / Notes	Days	Times	Visits	Room
38497	ADV206	801	Advertising Practice in a Diverse Society	J. Videan	3			M	10:00am-1:00pm		OGS 102
31692	ANT352	801	Food, Culture and Identity - HONORS	I. Bajic-Hajdukovic	3		SPEC ENROLL. Min. cum. GPA 3.4 or SU Honors Program.	W	10:00am-1:00pm		OGS 202
34480	ARC407	800	Architectural Design VII	D. Sacconi	6	\$300	Arch program only. ARC 307 and ARC 322.	M & Th	2-7pm 11am-6pm		SR 505
34511	ARC434	801	London's Built Environment: The Ways of the Architect	G. Astengo	3	\$30	Arch program only during online registration. Limited seats open to other qualified students on a space-available basis in London.	W	2-5pm		SR 505
34545	ARC500	801	Genealogies of the City: London's Urban Lineage	J. Ruivo	3	\$30	Arch program only during online registration. Limited seats open to other qualified students on a space-available basis in London.	W	9am-12pm		SR 204
34475	ARC561	801	Survey of British Architecture	D. Sacconi	3	\$1,125	Arch program only. Co-req: ARC 407/408/608/609.	Tu	10am-1pm and 2-4pm		SR 505
42681	ARC608	800	Architectural Design VII	D. Sacconi	6	\$300	Arch program only. ARC 407 with min. grade C.	M & Th	2-7pm 11am-6pm		SR 505
42684	ARC734	801	London's Built Environment: The Ways of the Architect	G. Astengo	3	\$30	Arch program only during online registration. Limited seats open to other qualified students on a space-available basis in London.	W	2-5pm		SR 505
40725	ART316	801	Introduction to Visual Culture	N. Trivedi	3		<i>Initially registered under CRS 316.</i>	W	2-5pm		OGS 202
40253	ART400	800	History of Contemporary Design	S. Jeppesen	3		Required for Design Program students with limited seats open to others on a space-available basis in London. Specific section/class time to be assigned in London.	M	10am-1pm OR 2-5 pm		SR 401
38366	BUA300	801	London's Creative Industries	K. Hammer	3	\$45		M/W	3:40-5:10		OGS 201
42689	BUA300	802	Business of Tourism	I. Neogy	3			M/W	11:30-1pm		OGS 203
37976	BUA400	801	The Global Workplace	R. Farnum	3		Open only to students who submitted internship commitment form. Suggested for Communication Design, Industrial and Interaction Design, and Public Relations majors.	M	5:30-7:30pm		OGS 101
38005	BUA400	802	The Global Workplace	R. Farnum	3		Open only to students who submitted internship commitment form. Suggested for Environmental & Interior Design majors, and Finance, Economics, and Management students.	W	5:30-7:30pm		OGS 101
42690	CFS493	802	Youth and Family Practicum: The Global Workplace	R. Farnum	3		Open only to and required for Human Development & Family Sci. majors/minors who submitted internship commitment form. CFS201 and 202.	W	5:30-7:30pm		OGS 101
39734	CMD450	801	Communication Design Problems	F. Nerici	3	\$75	Open only to Communication Design majors in Design program. Prereq: CMD252 and 282; Coreq: DES485 and ART400.	Tu	8:30am-1pm		SR 401

Class #	Course #	Sec. #	Title	Professor	Cr.	Fee	Restrictions / Requisites / Notes	Days	Times	Visits	Room
38693	COM300	801	Digital Britain: Engaging the User	C. Nahra	3			Tu	10:00am-1:00pm		OGS 101
38602	COM346	801	Race, Gender and the Media	J. Springer	3		SPEC ENROLL; not open to students in COM348. COM 107 or equiv intro to mass media course. Strong academic record.	Tu	2-5pm		OGS 202
38772	COM348	801	Beauty & Diversity in Fashion Media	E. Dirix	3		SPEC ENROLL; not open to students in COM346. Strong academic record.	Th	12:15-3:15pm		OGS 202
38603	COM505	801	Communications Law for Journalists	D. Panethiere	3		SPEC ENROLL. COM 107 or equiv intro to mass media course, strong academic record.	M	2-5pm		OGS 202
38366	CRS300	801	London's Creative Industries	K. Hammer	3	\$45	<i>Initially registered under BUA 300.1.</i>	M/W	3:40-5:10		OGS 201
41765	CRS300	802	Fashion in Focus: Discourses and Meanings	E. Dirix	3			Th	9-12noon		OGS 202
40725	CRS316	801	Introduction to Visual Culture	N. Trivedi	3			W	2-5pm		OGS 202
40100	DES485	801	Multidisciplinary Design Studio	F. Nerici	3	\$75	Design Program students only (check your email for section assignment). Coreq: CMD450/EDI352 and ART400	W	9am-1pm	Plus lab time	SR 401
40101	DES485	802	Multidisciplinary Design Studio	F. Nerici	3	\$75	Design Program students only (check your email for section assignment). Coreq: CMD450/EDI352 and ART400	W	2-6pm	Plus lab time	SR 401
31884	ECN312	801	Behavioural Economics	N. Wilkinson	3		Not open to students in ECN362. [ECN101-102] or ECN 203 or equiv intro econ courses.	Tu	5:30-8:30pm		OGS 202
31693	ECN362	801	Globalization, Development and the Environment	M. Keating	3		SPEC ENROLL; not open to students in ECN312. [ECN101-102] or ECN 203 or equiv intro econ courses.	M	5:30-8:30pm		OGS 102
40726	EDI352	801	Environmental Design Directed Research	D. Blandford	3	\$45	Open only to Environmental and Interior Design Majors in Design program. Prereq: EDI351. Coreq: DES485 and ART400.	Tu	2 - 6:30pm		SR 401
37947	EEE370	801	Introduction to Entrepreneurship & Emerging Enterprises	T. Knight	3			Th	10am-1pm		OGS 201
31259	ETS320	801	Interpreting Shakespeare	M. Leipacher	3	\$235		Tu	5:20-7:20pm	Performances 6:50 - 10pm (Tuesday)	OGS 103
31261	ETS430	801	Reading Pictures, Seeing Stories	F. Morlock	3			M/W	11:30am - 1pm	Occasional mandatory site visits 10:00-12:00 M/W during class	OGS 201
32228	ETS430	802	Global Cities & World Cinema	B. Zalcock	3		Counts toward Film & Screen Studies track for SU ETS majors.	Th	11am-3pm		OGS 101
31694	ETS464	801	Travellers' Tales: An Education Abroad	F. Morlock	3		Satisfies the pre-1900 requirement for SU ETS majors.	M/W	2-3:30pm		OGS 201
32839	FIL300	801	British Masculinity on Screen: James Bond and Sherlock Holmes	J. Hunt	3		Counts toward Film & Screen Studies track for SU ETS majors. Initially registered under WGS 400.2.	Tu/Th	9:00-11:20am		OGS 102
37869	FIN355	801	Money & Banking	S. Hannah	3		Counts only as Business Elective for SU School of Management majors.	Tu	9:00-12noon		OGS 203
ADMIN	GEO300	801	Sustainability and Environmental Justice in Europe (Prequel)	R. Farnum	3		SEMINAR. January 6-15.		Pre-Semester	Signature Seminar	

Class #	Course #	Sec. #	Title	Professor	Cr.	Fee	Restrictions / Requisites / Notes	Days	Times	Visits	Room
ADMIN	GEO300	802	Sustainability and Environmental Justice in Europe (Sequel)	R. Farnum	3		SEMINAR. May 3-12.		Post-Semester	Signature Seminar	
32840	HNR360	801	Food, Culture and Identity - HONORS	I. Bajic-Hajdukovic	3		SPEC ENROLL; only SU Honors Program students may register under this rubric. Min. cum. GPA 3.4 or SU Honors Program.	W	10:00am-1:00pm		OGS 202
31695	HOA201	801	Masterpieces of Art	D. Sparti	3		Not open to students in HOA208; HOA/HST300.1; HOA372; HOA400.1 or HOA473	M	11:30am-1:00pm	Tu 10:00-11:30a.m. or 11:30-1pm (assignment to visit section made in London)	OGS 101
31690	HOA208	801	An Architectural History of London	J. Kerr	3	\$65	Not open to students in the ARC program or those also taking HOA201; HOA/HST300.1; HOA372; HOA400.1 or HOA473	Th	10am-1pm		SR 204
32229	HOA300	801	A History of London in 11 Objects	J. Hicks	3		Not open to students in HOA201; HOA208; HOA372; HOA400.1 or HOA473	M	3:40-5:10pm	W 10:00-11:30a.m. or 12:00-1:30pm (assignment to visit section made in London)	OGS 101
31885	HOA372	801	The Business of Art	J. Dickerson	3		Not open to students in HOA201; HOA208; HOA/HST300.1; HOA400.1 or HOA473	Tu	2-5pm		OGS 203
42692	HOA400	801	Women and Art: London & the U.K.	M. Callahan	3		Not open to students in HOA201; HOA208; HOA/HST300.1; HOA372 or HOA473	M	2-3:30pm	W 2-3:30pm or 3:30-5pm (assignment to visit section made in London)	OGS 101
31886	HOA473	801	London Museums: Art, History and Science in Contemporary Culture	D. Sparti	3		Not open to students in HOA201; HOA208; HOA/HST300.1; HOA372 or HOA400.1	M	9:30am - 11am	W 10:00-11:30a.m. or 11:30-1pm (assignment to visit section made in London)	OGS 101
31689	HOM300	801	Performance Live: London	E. Finer	3	\$190	Enrollment priority to Music Industry majors and Bandier Program students.	W	5:30-8:00pm	Performances mostly Wednesdays after class, finishing approx 10pm	OGS103
32480	HOM400	801	Black British Music: Exploring Identity through Sound	J. Springer	3	\$70	Enrollment priority to Music Industry majors and Bandier Program students.	M	10:00am-1:00pm		OGS 202
32229	HST300	801	A History of London in 11 Objects	J. Hicks	3		Not open to students in HOA201; HOA208; HOA372; HOA400.1 or HOA473. Initially registered under HOA 300.1.	M	3:40-5:10pm	W 10:00-11:30a.m. or 11:30-1pm (assignment to visit section made in London)	OGS 101
32867	HST300	803	London's Living History	R. Tames	3			Tu	2-5pm		OGS 101
ADMIN	HST300	804	Borders in Flux: Identities and Conflict in Ireland	Scull	3		SEMINAR.		Pre-Semester	Signature Seminar	
31359	HST368	801	Islam and the West	D. Salam	3			M	2-5pm		OGS 203
40103	IND481	801	Ethnography and Culture in Design	D. Fantini	3	\$95	Industrial and Interaction Design majors in Design Program only: Co-req DES485 & ART400	Th	10am-2:30pm		SR 401
37962	MAR301	801	Essentials of Marketing	M. Johnston	3		Not open to SU School of Management majors. Sophomore standing required.	W	2-5pm		OGS 301
38232	MAR357	801	Consumer Behaviour	W. Vannoni	3		Counts only as Business Elective for SU School of Management majors. MAR 255/301 or equiv intro marketing course.	W	2-5pm		OGS 103
31359	MES368	801	Islam and the West	D. Salam	3		Initially registered under HST 368.	M	2-5pm		OGS 203
42693	MUI408	801	Music Industry Practicum: The Global Workplace	R. Farnum	3		Open only to and required for MUI majors/minors who submitted internship commitment form.	M	5:30-7:30pm		OGS 101

Class #	Course #	Sec. #	Title	Professor	Cr.	Fee	Restrictions / Requisites / Notes	Days	Times	Visits	Room
34001	PHI300	801	Technology, Values and the Future	E. Litwack	3			M	2-5pm		OGS 103
38521	PHO204	801	Introduction to Photography	I. Hesseberg	3	\$130	SPEC ENROLL	M	10am-1pm	Plus lab time	SR 403
ADMIN	PSC400	804	Borders in Flux: Identities and Conflict in Ireland	Scull	3		SEMINAR.		Pre-Semester	Signature Seminar	
32481	PSC315	801	Politics & Media: Mass Persuasion	TBA	3			W	5:30-8:20		OGS 202
31696	PSC350	801	America: A Foreign Perspective	T. Gordon	3		Introductory political science course recommended.	Tu/Th	11:30am-1pm		OGS 102
42694	PSC354	801	Human Rights and Global Affairs	K. Bennett	3			Tu	5:30-8:30 pm		OGS 102
42695	PSC400	805	Beyond Beliefs: Religion and Power	D. Wheatley	3			W	10am-1pm		OGS 103
31359	PSC368	801	Islam and the West	D. Salam	3		Initially registered under HST 368.	M	2-5pm		OGS 203
33316	PSY300	801	Health Psychology: Mind, Body and Culture	K. Gardiner	3		PSY205/209 or equiv intro to psychology course.	Tu	10:00am-1pm		OGS 202
34002	PSY375	801	Cross-Cultural Psychology	L. Racin	3		PSY205/209 or equiv intro to psychology course.	Th	9am-12noon		OGS 203
32482	PSY400	801	Conflict, Trauma & Collective Memory: Psychology & the Great War	C. Roberts	3		PSY205/209 or equiv intro to psychology course.	W	2-5pm		OGS 101
31362	PSY474	801	Forensic Psychology: Crime and Violence	L. Frumkin	3		PSY205/209, with PSY274 recommended.	M	9am-12noon		OGS 103
31119	QSX400	801	Sex, Gender and the City	J. Hunt	3		Not open to students in SOC200; SOC367 or SOC412. Initially registered under SOC 400.1.	M	2-5pm		OGS 102
32839	QSX400	802	British Masculinity On Screen: James Bond and Sherlock Holmes	J. Hunt	3		Counts toward Film & Screen Studies track for SU ETS majors. Initially registered under WGS 400.2.	Tu/Th	9:00-11:20am		OGS 102
41769	RAE400	801	Entertainment Industry Practicum: The Global Workplace	B. Farnum	3		Open only to and required for Bandier students who submitted internship commitment form.	M	5:30-7:30pm		OGS 101
31359	REL300	801	Islam and the West	D. Salam	3		Initially registered under HST 368.	M	2-5pm		OGS 203
ADMIN	REL300	804	Borders in Flux: Identities and Conflict in Ireland	Scull	3		SEMINAR.		Pre-Semester	Signature Seminar	
42695	REL 300	805	Beyond Beliefs: Religion and Power	D. Wheatley	3		Initially registered under PSC 400.5.	W	10am-1pm		OGS 103
34004	SOC200	801	Business of Nightlife	J. Hunt	3		Not open to students in SOC367; QSX/SOC/WGS400.1 or SOC412.	Tu	5:30-8:30pm		OGS 201
32483	SOC367	801	Sociology of Sport	C. Phipps	3	\$25	Not open to students in QSX/SOC/WGS400.1; SOC200 or SOC412.	W	2-5pm		OGS 203
31119	SOC400	801	Sex, Gender and the City	J. Hunt	3		Not open to students in SOC200; SOC367 or SOC412.	M	2-5pm		OGS 102
31358	SOC412	801	Multicultural London	D. Wheatley	3		Not open to students in QSX/SOC/WGS400.1; SOC200 or SOC367.	Tu	2-5pm		OGS 103
39245	SPM300	801	Sport in the United Kingdom	G. Gordon	3	\$130		Th	12:15-3:15		OGS 103
39246	SPM300	802	Global Sport Marketing: Case Study Approach	G. Gordon	3			Th	9am-12noon		OGS 103

Class #	Course #	Sec. #	Title	Professor	Cr.	Fee	Restrictions / Requisites / Notes	Days	Times	Visits	Room
38752	TRF560	801	The BBC	C. Cook	3		Enrollment priority to Newhouse and other communications majors.	Th	10am-1pm		OGS 301
38799	TRF560	802	Documenting Reality: Factual Formats in British Film & TV	C. Nahra	3		Enrollment priority to Newhouse and other communications majors.	W	9am - 1pm		OGS 101
40725	TRM316	801	Introduction to Visual Culture	N. Trivedi	3		Initially registered under CRS 316.	W	2-5pm		OGS 202
31119	WGS400	801	Sex, Gender and the City	J. Hunt	3		Not open to students in SOC200; SOC367 or SOC412. Initially registered under SOC 400.1.	M	2-5pm		OGS 102
32839	WGS400	802	British Masculinity on Screen: James Bond and Sherlock Holmes	J. Hunt	3		Counts toward Film & Screen Studies track for SU ETS majors.	Tu/Th	9:00-11:20am		OGS 102

Explanations for Abbreviations:

= Initially registered under another subject rubric. See "Registration Notes" for complete explanation.

SPEC ENROLL = *Special Enrollment Course*: Check your email to see if you have permission to register.

ADMIN = Administratively added to your registration. (Students do not self-register for this course.)

TBA = To be announced.

SU LONDON PROGRAM

CLASS TIMETABLE SPRING 2019

MONDAY

as of 19 October 2018

Room (subject to change)	9am	to	1pm	1pm - 2pm	2 - 3:30pm	3:30 - 5pm	5:30 - 8:30
B 01				LUNCH BREAK			
OGS 101		HOA 473 - LONDON MUSEUMS: Art, History & Science in Contemporary Culture D. Sparti (9:30-11am)		HOA201 - MASTERPIECES OF ART D. Sparti (11:30am-1pm)	LUNCH BREAK	HOA400.1 Women and Art: London & the U.K. M. Callahan (2:00-3:30 pm)	HOA/HST 300.1 A HISTORY OF LONDON IN 11 OBJECTS J. Hicks (3:40 -5:10pm) BUA400.1 - THE GLOBAL WORKPLACE MUI408 - MUSIC INDUSTRY PRACTICUM RAE400.1 - ENTERTAINMENT INDUSTRY PRACTICUM R. Farnum (5:30-7:30)
OGS 102		ADV 206 - ADVERTISING PRACTICE IN A DIVERSE SOCIETY J. Videan (10:00am-1:00pm)		LUNCH BREAK	QSX/SOC/WGS400.1 - SEX, GENDER AND THE CITY J. Hunt (2-5pm)		ECN362 - GLOBALIZATION, DEVELOPMENT & THE ENVIRONMENT M. Keating (5:30-8:30pm)
OGS 103	PSY 474 - FORENSIC PSYCHOLOGY: Crime and Violence L. Frumkin (9am - 12 noon)			LUNCH BREAK	PHI300.1 - TECHNOLOGY, VALUES AND THE FUTURE E. Litwack (2-5pm)		
OGS 201			ETS 430.1- READING PICTURES, SEEING STORIES F. Morlock (11:30am-1pm)	LUNCH BREAK	ETS464.1 - TRAVELLERS' TALES: An Education Abroad F. Morlock (2-3:30)	BUA/CRS300.1 - LONDON'S CREATIVE INDUSTRIES K. Hammer (3:40-5:10)	
OGS 202		HOM400.1 - BLACK BRITISH MUSIC: Exploring Identity through Sound J. Springer (10 - 1 pm)		LUNCH BREAK	COM505 - COMMUNICATIONS LAW FOR JOURNALISTS D. Panethiere (2 - 5pm)		
OGS 203			BUA300.2 BUSINESS OF TOURISM I. Neogy (11:30 -1:00pm)	LUNCH BREAK	HST/MES/PSC368/REL300 - ISLAM AND THE WEST D. Salam (2-5pm)		
OGS 301							
OGS 302							
OGS 303							
SR 204							
SR 205	COMPUTER LAB & QUIET STUDY ROOM						
SR 206 -	CONFERENCE ROOM						
SR 302							
SR 303							
SR 401		ART400.1 - HISTORY OF CONTEMPORARY DESIGN S. Jeppesen (10am-1pm)		LUNCH BREAK	ART400.2 - HISTORY OF CONTEMPORARY DESIGN S. Jeppesen (2-5pm)		
SR 403		PHO 204.1 INTRO TO PHOTOGRAPHY I. Hessenberg (10am-1pm)		LUNCH BREAK			
SR 404	MODELLING & CUTTING LAB						
SR 503							
SR 504	ARCH Computer & Printing lab						
SR 505					ARC407/408/608/609 - ARCHITECTURAL DESIGN D. Sacconi (2 - 7 pm)		
THEATRE GALLERY OR ELSEWHERE							

SU LONDON PROGRAM						
CLASS TIMETABLE SPRING 2019				TUESDAY		as of 19 October 2018
Room (subject to change)	9am	1pm	1pm - 2pm	2 - 3:30pm	3:30 - 5pm	5:30 - 8:30
B 01			LUNCH BREAK			
OGS 101		COM300.1 – DIGITAL BRITAIN: Engaging the User - C. Nahra (10:00am-1:00pm)	LUNCH BREAK	HST300.3 – LONDON'S LIVING HISTORY R. Tames (2 – 5pm)		
OGS 102	FIL300.1/QSX/WGS400.2 – BRITISH MASCULINITY ON SCREEN: James Bond & Sherlock Holmes J. Hunt (9:00am-11:20am)	PSC350 – AMERICA: A FOREIGN PERSPECTIVE T. Gordon (11:30am-1pm)	LUNCH BREAK			PSC354 HUMAN RIGHTS AND GLOBAL AFFAIRS K. Bennet (5:30-8:30 pm)
OGS 103			LUNCH BREAK	SOC 412.1 – MULTICULTURAL LONDON D. Wheatley (2-5pm)		ETS320.1 – INTERPRETING SHAKESPEARE M. Leipacher (5:30-7:30pm) PERFORMANCES AFTER CLASS
OGS 201			LUNCH BREAK			SOC200.1 – BUSINESS OF NIGHTLIFE J. Hunt (5:30-8:30 pm)
OGS 202		PSY300.1 – HEALTH PSYCHOLOGY; Mind, Body and Culture K. Gardiner (10am-1pm)		COM346 – RACE, GENDER AND THE MEDIA J. Springer (2-5pm)		ECN312 – BEHAVIOURAL ECONOMICS N. Wilkinson (5:30-8:30pm)
OGS 203	FIN355 – MONEY AND BANKING S. Hannah (9:00-12:00noon)		LUNCH BREAK	HOA372 – THE BUSINESS OF ART J. Dickerson (2 – 5pm)		
OGS 301			LUNCH BREAK			
OGS 302						
OGS 303						
SR 204			LUNCH BREAK			
SR 205	COMPUTER LAB & QUIET STUDY ROOM					
SR 206	CONFERENCE ROOM					
SR 302			LUNCH BREAK			
SR 303			LUNCH BREAK			
SR 401	CMD450 – COMMUNICATION DESIGN PROBLEMS F. Nerici (8:30am-1:00pm)		LUNCH BREAK	EDI352 – ENVIRONMENTAL DESIGN DIRECTED RESEARCH D. Blandford (2-6:30pm)		
SR 403			LUNCH BREAK			
SR 404	MODELLING & CUTTING LAB					
SR 503	ARCH STUDIO					
SR 504	ARCH COMPUTER & PRINTING LAB					
SR 505 – ARCH STUDIO		ARC561 – SURVEY OF BRITISH ARCHITECTURE D. Sacconi (10am – 1pm)	LUNCH BREAK	ARC561 – SURVEY OF BRITISH ARCHITECTURE D. Sacconi (2-4pm)		
THEATRE GALLERY OR ELSEWHERE		HOA201 D. Sparti Visit 10:00-11:30am or 11:30am-1pm Visit section to be determined in London				ETS320 PERFORMANCE VISIT AFTER CLASS M. Leipacher

SU LONDON PROGRAM							
CLASS TIMETABLE SPRING 2019				WEDNESDAY		as of 19 October 2018	
Room (subject to change)	9am	to	1pm	1 - 2pm	2 - 3:30pm	3:30 - 5pm	5:30 - 8:30pm
B 01				LUNCH BREAK			BUA400.2 - THE GLOBAL WORKPLACE CFS493.2 - YOUTH AND FAMILY PRACTICUM R. Farnum (5:30-7:30pm)
OGS 101	TRF560.2 - DOCUMENTING REALITY: Factual Formats in British Film & TV C. Nahra (9am - 1pm)			LUNCH BREAK	PSY400.1 - CONFLICT, TRAUMA & COLLECTIVE MEMORY: Psychology & the Great War C. Roberts (2 - 5pm)		
OGS 102				LUNCH BREAK			
OGS 103		PSC 400.5/REL 300.5 - BEYOND BELIEFS: RELIGION & POWER D. Wheatley (10 am -1:00 pm)		LUNCH BREAK	MAR357.1 - CONSUMER BEHAVIOUR W. Vannoni (2 - 5pm)		HOM300.1 - PERFORMANCE LIVE: LONDON E. Finer (5:30-8:00pm) PERFORMANCES AFTER CLASS
OGS 201			ETS 430.1- READING PICTURES, SEEING STORIES F. Morlock (11:30-1pm)	LUNCH BREAK	ETS464.1 - TRAVELLERS' TALES: An Education Abroad F. Morlock (2-3:30pm)	BUA/CRS300.1 - LONDON'S CREATIVE INDUSTRIES K. Hammer (3:40-5:10)	
OGS 202		ANT352/HNR360.1 - FOOD, CULTURE & IDENTITY - HONORS I. Bajic-Hajdukovic (10:00 a.m. - 1:00 p.m.)		LUNCH BREAK	ART/CRS/TRM316 - INTRODUCTION TO VISUAL CULTURE N. Trivedi (2 - 5pm)		PSC315.1 - POLITICS & MEDIA: Mass Persuasion Faculty TBA (5:30-8:30pm)
OGS 203			BUA300.2 BUSINESS OF TOURISM I. Neogy (11:30 -1:00pm)	LUNCH BREAK	SOC367 - SOCIOLOGY OF SPORT C. Phipps (2 - 5pm)		
OGS 301				LUNCH BREAK	MAR301.1 - ESSENTIALS OF MARKETING - M. Johnston (2 - 5pm)		
OGS 302							
OGS 303							
SR 204		ARC500.1 - GENEALOGIES OF THE CITY: LONDON'S URBAN LINEAGE J. Ruivo (10am-1pm)		LUNCH BREAK			
SR 205	COMPUTER LAB & QUIET STUDY ROOM						
SR 206	CONFERENCE ROOM						
SR 302				LUNCH BREAK			
SR 303				LUNCH BREAK			
SR 401	DES485 - MULTIDISCIPLINARY DESIGN STUDIO F. Nerici (9am-1pm)			LUNCH BREAK	DES485 - MULTIDISCIPLINARY DESIGN STUDIO VI F. Nerici (2-6pm)		
SR 403				LUNCH BREAK			
SR 404	MODELLING & CUTTING LAB						
SR 503				LUNCH BREAK			
SR 504	ARCH COMPUTER & PRINTING LAB						
SR 505				LUNCH BREAK	ARC434/734 - LONDON'S BUILT ENVIRONMENT G. Astengo (2 - 5pm)		
THEATRE GALLERY OR ELSEWHERE		HOA473 - visits: 10:00-11:30am or 11:30-1pm HOA/HST300.1 - visits: 10:00-11:30pm or 12:00-1:30pm Visit section to be determined in London			HOA400.1 visits: 2:00-3:30, 3:30 - 5:00 Visit section to be determined in London		

SU LONDON PROGRAM						
CLASS TIMETABLE SPRING 2019			THURSDAY		as of 19 October 2018	
Room (subject to change)	9 am	to	1pm	2 - 3:30pm	3:30 - 5pm	5:30 - 8:30 pm
B 01						
OGS 101			ETS430.2 GLOBAL CITIES AND WORLD CINEMA B. Zalcock (11am - 3pm)			
OGS 102	FIL300.1/QSX/WGS400.2 - BRITISH MASCULINITY ON SCREEN: James Bond & Sherlock Holmes J. Hunt (9:00am-11:20am)		PSC350 AMERICA A FOREIGN PERSPECTIVE T. Gordon (11:30-1pm)			
OGS 103			SPM300.1 - SPORT IN THE UNITED KINGDOM G. Gordon (12:15-3:15pm)			
OGS 201			EEE370 - INTRODUCTION TO ENTREPRENEURSHIP & EMERGING ENTERPRISES T. Knight (10am-1pm)			
OGS 202	CRS300.2 - FASHION IN FOCUS: DISCOURSES AND MEANINGS E. Dirix (9-12 noon)		COM348 - BEAUTY & DIVERSITY IN FASHION MEDIA E. Dirix (12:15-3:15 pm)			
OGS 203	PSY375 - CROSS-CULTURAL PSYCHOLOGY L. Racin (9am-12noon)					
OGS 301			TRF560.1 - THE BBC: Reinventing Public Service Broadcasting C. Cook (10am-1pm)			
OGS 302						
OGS 303						
SR 204			HOA208 AN ARCHITECTURAL HISTORY OF LONDON J. Kerr (10am-1pm)			
SR 205	COMPUTER LAB & QUIET STUDY ROOM					
SR 206	CONFERENCE ROOM					
SR 302	LAB					
SR 303	ARCH STUDIO					
SR 401			IND481 - ETHNOGRAPHY AND CULTURE IN DESIGN D Fantini (10am-2:30pm)			
SR 403	MULTI MEDIA LAB					
SR 404	MODELLING & CUTTING LAB					
SR 503	ARCH STUDIO					
SR 504	ARCH COMPUTER & PRINTING LAB					
SR 505 - ARCH STUDIO			ARC407/408/608/609 - ARCHITECTURAL DESIGN VI D. Sacconi (11:00-6:00 pm)			
THEATRE GALLERY OR ELSEWHERE						

SCHEDULE PLANNING FORM

WORK OUT YOUR CLASS SCHEDULE ON THIS SHEET.

Class times	09:00-10:30	10:40-12:10	12:20-1:50	2:00-3:30	3:40-5:10	5:20-6:50	7:00-8:30	8:40-10:10
MONDAY								
TUESDAY								
WEDNESDAY								
THURSDAY								
FRIDAY								

When planning your schedule, be aware that you could need 30 minutes to get to your site visit and another 30 minutes to return from the visit to the Centre, so you should not select courses which meet immediately before or after your visit. All site visits are listed on the Time Schedule of Classes, under the "Visits" column.

Classrooms identified on the time schedule as OGS and SR are both in Faraday House, so classes—but not visits—can be scheduled back-to-back.

Registration Instructions

Register by Friday, November 30 at 3:00 PM EST

Use MySlice: <http://myslice.ps.syr.edu/>

As You Register

Use your copy of your Student Advising Form (with highlighted 5-digit class numbers found on the [Time Schedule of Classes](#) recorded for each course) and the Registration Instructions that follow. Go online to <http://myslice.ps.syr.edu/>. The following will explain things you may notice as you register:

- Some courses may reach their enrollment limit and you may find that you are unable to register. You may have the option of adding your name to a wait list. **Wait lists are resolved after you arrive in London**; if space opens up during schedule adjustment in London, students on wait lists may be able to register for the course. Wait-listed students need to demonstrate their continued interest in a course by attending the first class session and speaking with the instructor.
- If you are closed out of a course that would fulfill a specific academic requirement that cannot be met by another course AND which you must take *this semester* in order to graduate on time, you should document this need by having your home college submit the [Academic Need Verification Form](#). We will make every effort to meet your confirmed academic needs.
- After 3:00 PM EST on November 30, you will not be able to register or make changes to your schedule online (an SUA registration hold will be placed on your record).

All London classes have enrollment limits. You will not be able to register for a class (or section) once the enrollment limit is reached, so be sure to have alternative course selections ready when you register.

Questions, Problems, and Help with Error Messages

If you encounter any problems or errors as you attempt to register for classes, refer to the [Troubleshooting Guide](#) in this packet, the Registration FAQs (also found in OrangeAbroad under **Learning Content**), and the [Online Enrollment Guide](#). If you still have questions or problems, please contact [Jeanne Chu](#) or [Marisa Lostumbo](#) at Syracuse Abroad.

To ensure the accuracy of your schedule:

- Make sure all the sections start with “z80__” (this identifies them as London classes).
- If you are an undergrad, make sure your Term Credits Total **is at least 12 credits taught in London** to confirm your status as a full-time student. **Do not include credits for online courses, wait-listed courses, or the Signature Seminar!**
- Verify the section number of any course that has more than one section to confirm that you’ve registered for the correct section.
- Note that the full title for ETS courses may not be displayed.

Registration Instructions

Register by Friday, November 30 at 3:00 PM EST

Use MySlice: <http://myslice.ps.syr.edu/>

Use the chart below for a quick overview of registration procedures. For more detailed instructions and screenshots, review the [Online Enrollment Guide](#).

Add Classes	Drop Classes	Swap Classes
1. Log in to MySlice. Use: <ul style="list-style-type: none"> • NetID • Password 	1. Log in to MySlice. Use: <ul style="list-style-type: none"> • NetID • Password 	1. Log in to MySlice. Use: <ul style="list-style-type: none"> • NetID • Password
2. In Student Services > Enrollment , select link: <ul style="list-style-type: none"> • <i>Enroll in a class</i> From Add Classes page: <ul style="list-style-type: none"> • Select term 	2. In Student Services > Enrollment , select link: <ul style="list-style-type: none"> • <i>Enroll in a class</i> From Add Classes page: <ul style="list-style-type: none"> • Select term 	2. In Student Services > Enrollment , select link: <ul style="list-style-type: none"> • <i>Enroll in a class</i> From Add Classes page: <ul style="list-style-type: none"> • Select term
3. Enter 5-DIGIT CLASS NUMBER (highlighted in yellow on Time Schedule in Registration Packet)	3. Click DROP tab <ul style="list-style-type: none"> • Select class(es) to drop from your schedule 	3. Click SWAP tab <ul style="list-style-type: none"> • Use first dropdown to select the class you wish to swap
4. Add Components (if needed): <ul style="list-style-type: none"> • Lecture • Lab • Discussion 	4. No need to select components; all related parts drop automatically	4. Select your replacement class(es) : <ul style="list-style-type: none"> • Select from your Shopping Cart, OR • Enter 5-digit Class Number found on Time Schedule in Registration Packet
5. Confirm selection: <ul style="list-style-type: none"> • Check Class Number • Check Day/Time • Check Location 	5. Confirm selection: <ul style="list-style-type: none"> • Check Class Number • Check Day/Time • Check Location 	5. Confirm selection: <ul style="list-style-type: none"> • Check Class Number • Check Day/Time • Check Location
6. Click Finish Enrolling Button	6. Click Finish Enrolling Button	6. Click Finish Enrolling Button

Registration Troubleshooting Guide

TROUBLESHOOTING AND TIPS

Cannot see STUDENT SERVICES application: Within the Orange header of the MySlice there is a CONTENT link. Click this link. The MySlice content page is displayed. In the middle of the page is a pagelet with section names listed with check boxes to their left. Click into the check box next to STUDENT SERVICES. Click the SAVE button at the bottom of the page. The MySlice Homepage is re-displayed and the STUDENT SERVICES section has been added. If the STUDENT SERVICES section is not a selection option, contact the ITS help line at 315-443-2677.

Availability: MySlice is scheduled to be available twenty-four hours a day, seven days a week. Regularly scheduled system downtimes will occur for various applications in the portal. Check the ANNOUNCEMENTS on MySlice for advance notification of downtimes. The Information Technology Services (ITS) help line is available during regular University business hours at 315-443-2677.

Timeout: There is an inactivity timeout on the web. There will be a warning message displayed after 55 minutes of inactivity: "Your session is about to time out..." After 60 minutes of inactivity, MySlice will "timeout," logging you out of the portal. A dialog box will be displayed with the message: "Your Session has ended." Click the yellow OK button, and log out of your browser. Restart your browser and re-enter the URL <http://myslice.ps.syr.edu> to log into MySlice using your NetID and password.

Printing Web Pages: Click inside the open page. Select Print Frame from File menu. When prompted, click OK.

Scrolling and Moving: On some web pages, you may have to scroll to the right or left to view all content on page. This is especially important to remember when building a large Time Schedule consisting of multiple-component classes.

NetID and Password: You must have an active NetID and password to use MySlice. You only need to activate your NetID one time. To activate your University NetID and password - your keys to the University's computing network - you can follow the simple steps outlined on the University's NetID Web page: <http://selfserv.syr.edu/selfserv/home>

TERMS

Autoenroll: When one part of a course is automatically added to your schedule when you register for the other part. When you drop the Enrolled part, both parts are removed from your schedule.

Related Part/Component: One course set up with multiple parts. You need to select each part when registering. You will usually select the first section and then have to select from a prompt list of "related" class sections. An example is a class with two lecture sections and multiple discussion sections listed for each lecture. You must choose one lecture and one section that go together in order to register for the course.

Section Numbering: Numbering consists of a letter, representing the campus where the course is offered, and three digits, representing the section. For example, the section z801 is a Syracuse Abroad London course identified by "801." The section M001 is a Main Campus course identified by "001" and U001 is a University College course identified by "001."

Questions regarding technical problems should be directed to [Marisa Lostumbo](#) at Syracuse Abroad, or call +1 800-235-3472.

Common Registration Error Messages		
Error Message	Explanation	Resolution
Requisite not met for class, not enrolled.	You have not met the requirements (prereq, class standing, etc.) to enroll in the specified class.	Select another class. If you can demonstrate that you have the background required for the class and should be allowed to register, contact Syracuse Abroad.
Class full; student added to wait list.	Add not processed because class is closed. Class will appear on student's schedule with status = waiting.	Wait list addressed in London during schedule adjustment. Wait-listed students are not automatically added to the class, but need to demonstrate their continued interest in a course by attending the first class session.
Enrollment in Courses in Career: Graduates are normally not allowed for those in Career: Undergraduate.	UGRD trying to register for grad level class / GRAD trying to register for undergraduate level class	Contact Syracuse Abroad to find out if you are eligible for this class.
Hold on student's record, add not processed	There is a hold on student's record preventing registration	Refer to Financial Hold letter sent by the Bursar and/or click the VIEW MY HOLDS link in the STUDENT SERVICES section for information about the hold. Must clear holds to be able to register.
Maximum term student unit load exceeded	UGRAD = trying to register for more than 16 credits. GRAD = trying to register for more than 15 credits	Contact Syracuse Abroad. In certain cases (because of Audit or with Permission from the Honors Program), an override may be granted.
No valid appointment found and open enrollment period has not begun	You are trying to register before initial access date/time or during a time period when the system is not available for registration.	Try again at appropriate time. Contact Syracuse Abroad if attempting to access during the appropriate time.
Permission number entered is not valid	Student Specific permission = permission expired	Contact Syracuse Abroad for clarification on permission status.
Student already enrolled in class, add not processed	Course already on your schedule	Check class number(s)
Student not enrolled; class and wait list are full.	Both the class and wait list are closed.	Select another class. Use the Academic Need Verification Form only if you need this specific course this semester in order to graduate on time.
Student not enrolled; class full or restricted	The class is closed OR you do not meet class requirements	Select another class; choose wait list if available. Use the Academic Need Verification Form only if you meet the class requirements AND need this specific course this semester in order to graduate on time.
Student not enrolled, student needs permission to enroll in this class	The class is closed or restricted. You may be able to obtain permission to enroll in the class by contacting Syracuse Abroad.	Check Academic Packet for Special Enrollment courses. If you do not qualify for permission, select another class. Contact Syracuse Abroad for additional information.