

Syracuse Florence Fall 2019 Registration Packet

Register Online: May 21-29 (start dates vary)



This packet contains:

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



Syracuse ABROAD

Syracuse ABROAD

SYRACUSE FLORENCE CENTER Fall 2019 Registration Packet

Online Registration: May 21-29 (start date varies)

- **READ THIS ENTIRE PACKET** and Registration FAQs *before* you attempt to register online.
- **CHECK NOW** to see if you have any **HOLDS** that will prevent you from registering.
- **FIND YOUR PERSONAL REGISTRATION START DATE** in **OrangeAbroad: Learning Content: Registration Appointment & Instructions**. Florence registration appointments are **not** viewable in MySlice (**Matriculated SU students**: Note that any appointment reflected in MySlice is for *main campus registration only*). All Florence students' registration appointments expire at 3:00 PM EDT on Wednesday, May 29.

Course Announcements

The information below reflects a change to the Time Schedule of Classes included in the Academic Packet released in April. Please refer to the updated Time Schedule to confirm that the courses you intend to take do not conflict.

Cancellations

Due to insufficient demand, these courses will not be offered:

- **ITA 115B.23** (meeting MW 1-3pm)
- **ITA 102.1/118.1 & ITA 116.1** (meeting MTWTh 9-10:40 am)
- **ITA 202.1/218.1 & ITA 216.1** (meeting MTWTh 11am-12:40 pm)
- **ITA 421** – 20th Century Italian Literature

SPECIAL ENROLLMENT COURSES: EAR 105 and IRP/PSC 380.1

Qualified students with permission to register for EAR 105 – Earth Science and/or IRP/PSC 380.1 – International Conflict Transformation have received email notification. If you no longer intend to register for a course for which a seat has been reserved for you, please advise by email to [Jackie Lewis-Frenay](#).

Students registering for IRP/PSC 380.1 must attend a mandatory meeting during orientation (more information available in the Orientation Booklet you receive when you arrive in Florence).

IMPORTANT: Make sure you will have access to a computer during the online registration period. **Students who do not register online by May 29 will register in Florence and may find that some courses are full.**

Registration Restrictions

- **New Restriction:** Due to over demand for Farm to Fork (FST 304) and Mediterranean Food and Culture (NSD 452/HST 300, two sections offered), students may register for only **one** of these courses (exceptions are made for food studies, nutrition, dietetics and other related majors).
 - Register for **only one** sociology course (sociology majors may register for two):
 - SOC/HST 300 – The Italian Mafia
 - SOC/HST/WGS 454 – Family and Gender in Contemporary Italy
 - Register for only **one** of these introductory art history courses:
 - HOA 203 – Italian Arts from Antiquity to Michelangelo
 - HOA 320 – Italian Renaissance Art
 - You may not register for both of the following art history courses, since similar content is covered in each:
 - HOA 320 – Italian Renaissance Art
 - HOA 424 – Sixteenth Century Italian Art and Identity
- **Students who disregard these directives will be administratively dropped from the additional restricted 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 another course after you arrive in Florence (not applicable to HOA 320 and HOA 424).

Other courses are open only to students admitted to Florence Special Programs as noted on the Time Schedule.

STUDIO ARTS COURSES

(applies only to students who are **NOT** in the Studio Arts (SA) Program)

Select non-SA program students who requested a studio course on their SAF as a Primary Course Selection have been given permission to register (and advised via email). If you did **NOT** list a studio on your SAF as a Primary Course Selection and would now like to request to register, add yourself to the class wait list in MySlice when you register. In Florence, you will attend the Studio Arts meeting during Orientation and find out whether you are able to register for a studio course.

COURSES IN HIGH DEMAND

Based on information from submitted Student Advising Forms, some courses are likely to 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. Listed below are classes with demand at or near capacity (this should **NOT** be interpreted as a complete list of all classes that may close):

- ARC 335/HOA 322 – Early Renaissance Architecture in Italy 1400-1529
- CRS/MGT 300.1 – Cross-Cultural Management: Communicating in the Global Workplace
- FST 304 – Farm to Fork
- HOA 320.2 – Italian Renaissance Art (*there may be room in the first section, meeting MW 9-10:30*)
- HOA 521 – Michelangelo
- HST/ANT/REL/WGS 409 – A History of Witchcraft
- NSD 452.1/HST 300.3 – Mediterranean Food and Culture (*there may be room in the other section, meeting MW 5:30-7*)
- SOC/HST 300.1 – The Italian Mafia

ITALIAN LANGUAGE REGISTRATION

Study of Italian language is a program requirement. Note that your ITA registration level and time slot is subject to review and confirmation in Florence. In some cases, your preferred time slot may need to change to even out enrollment in sections. This will only occur if the change will not create a conflict with your other registered classes.

How to Register for your Required ITA Class(es)

1. Matriculated Syracuse University students: If you have not taken ITA at SU, be sure you have taken the online [placement exam/survey](#). If you don't do this first, you will **not** be able to register for ITA!
2. If you're at the beginning or intermediate levels (equivalent of fewer than 4 semesters of college-level Italian), is your requirement for 6 or 3 credits?
 - **Only students admitted to the Architecture or Studio Arts programs may select 3 credits.**
If you are in one of these programs:
 - select Option A if you want to take ITA 4 days per week for just the first half of the semester
 - select Option B if you are a beginning student and want to take ITA twice a week for the entire semester
 - If your requirement is for 6 credits, note that you will be registering for a 4-cr ITA class plus its 2-credit co-requisite. **You must register for the same section number for each class AND register for both sections in the same registration submission. For example:** If you're registering for ITA 101.6, you must also select ITA 117.6.
3. See the Italian section of the Time Schedule and find the time slot that works with the rest of your class schedule.
4. Record the class number(s) for the level/time slot/section you want.



Study Tours and Course Fees

Some courses include required study tours, site visits, or activities that are an integral part of the course. As you plan for registration, review the **Course-Related Fee Sheet**. Also share it with your parents/guardians if they are financially responsible for your fees. Fees to cover the costs of supplies and mandatory field study are charged automatically to your Bursar account when you register.

If you register for any course with a mandatory study tour, you must participate in this field study. **DO NOT plan personal travel until you arrive in Florence and know when you may be required to take part in a class-related study tour, make-up classes, Signature Seminar sessions, exam periods, and other academic commitments.** Otherwise, you might have to rearrange your plans since course-related field study takes precedence and, if not attended, will result in an unexcused absence potentially affecting your grade.

“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. READ ABOUT THESE KEY DIFFERENCES:

- You cannot use “Class Search” or “My Planner” for Florence classes since they 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 Florence 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 17 semester credits during the online registration period (MySlice will prevent you from doing so). **If you would like to take more than 17 credits, you may add a course in Florence, 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 sure to note 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.

Registration Notes

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

A number of courses have cross-listings or meet together (they can be registered under more than one course prefix, such as HST/SOC 300.1, or number, such as ARI 221/320). To prevent you from getting closed out of such a course under one prefix/number while seats under the other listings are still open, **we have provided only a single class number**. This means that you may want to take The Italian Mafia for sociology (SOC) credits, but you will see it on your schedule in MySlice listed as HST 300.1. *Don't be concerned*. Once you get to Florence, you will have an opportunity to correct your registration so that it reflects the course prefix or number you need.

Credit Limit:

During online registration, MySlice will not allow you to register for more than 17 credits. If you attempt to, you will receive the error message “Maximum term student unit load exceeded.” If you need to register for more than this typical course load, email [Jackie Lewis-Frenay](#) **PRIOR to the start of online registration** to explain your academic need. If you would like (but don't need) to take more than 17 credits, you may add a course in Florence on a space-available basis during schedule adjustment.

→ This credit restriction will NOT affect students participating in a Signature Seminar. Our office will administratively register participants for the seminar after online registration concludes.

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 (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 [Jackie Lewis-Frenay](#) with supporting information and documentation demonstrating how you are eligible for this course.

Wait lists:

If you are on a wait list for a course, this will be addressed after online registration concludes (either during the break between semesters or once you arrive in Florence). Priority to get off the wait list and into the class goes to related majors, then minors, by class level. If you put yourself on a wait list and find that you are no longer interested in taking the class, please let us know via email to [Jackie Lewis-Frenay](#) so we have a clear indication of continued interest in a class that is in demand.

Make sure you are registered for at least 12 credits *not counting any wait-listed courses or a Signature Seminar course* by registering for one or more alternative selections. This is necessary in order to fulfill both Italian immigration and Syracuse Florence program requirements.

Schedule adjustment:

You will have an opportunity to make changes to your registration—drop and add classes—in Florence until the corresponding academic deadlines. You will receive instructions on the schedule adjustment process when you arrive in Florence.

Time Schedule of Classes, Fall 2019, Syracuse Florence

Class #	Course #	Course Description	Professor	Credits	Days	Times	Course Fees?	Cross-listings	Restrictions / Requisites / Notes
CENTER COURSES									
ANTHROPOLOGY									
11230	ANT409	A History of Witchcraft	Duni	3	MW	9:00-10:30		ANT/HST/REL/WGS409	initially registered under HST 409
ART HISTORY									
PLEASE NOTE: All 9:00 AM sections, site visits are scheduled 8:45-10:15 AM.									
11225	HOA203	Italian Arts from Antiquity to Michelangelo	J. Nelson	3	TTh	1:30-3:00	CF		Students may not register for both this course and HOA 320.
13277	HOA320.1	Italian Renaissance Art	Zaloga	3	MW	9:00-10:30	CF		Students may not register for both this course and HOA 203 or HOA 424.
13274	HOA320.2	Italian Renaissance Art	Zaloga	3	MW	11:00-12:30	CF		Students may not register for both this course and HOA 203 or HOA 424.
14167	HOA322	Early Renaissance Architecture in Italy 1400-1529	Zaloga	3	TTh	11:00-12:30	CF	HOA322/ARC335	Prereq: 1 art or arch history course or by permission of instructor; initially registered under ARC 335
14166	HOA323	16th Century Italian Architecture	Ingersoll	3	MW	9:00-10:30	CF	HOA323/ARC332	Prereq: 1 art or arch history course or by permission of instructor; initially registered under ARC 332
11226	HOA411	Black Death and Medieval Art	S. Nelson	3	TTh	9:00-10:30	CF		Prereq: 1 art history or Renaissance history course or by permission of instructor.
13275	HOA424	Sixteenth-Century Italian Art and Identity	Zaloga	3	TTh	9:00-10:30	CF		Students may not register for both this course and HOA 320.
13288	HOA521	Michelangelo	Bourne	3	T	3:20-6:20	CF		At least one course in HOA is recommended but not required as a prereq
COMMUNICATION AND RHETORICAL STUDIES									
20554	CRS300.1	CrossCultural Managmt: Communicating in Global Workplace	Perugini	3	MW	3:30-5:00	CF	MGT300.1	
21973	CRS300.2	Fake News, Hate Speech, Social Images: Antiquity to Present	Tromboni	3	MW	1:30-3:00			
DRAMA									
11228	DRA300.1	Comedy in Italy: From Ancient to Modern Times	Nicholson	3	TTh	11:00-12:30	CF	DRA300/LIT445	initially registered under LIT 445
EARTH SCIENCES									
21975	EAR105	Earth Science	Corticelli	3	MW	11:00-12:30	CF		SPEC ENROLL.* Priority to first-year students. Fulfills SU A&S Nat Sci requirement but does NOT fulfill lab requirement. Cannot be taken with EAR 110.
ECONOMICS									
11712	ECN361	Economics of European Integration	STAFF	3	Th	3:20-6:20			Prereq: ECN101 or ECN203 or equivalent course in microeconomics
FILM									
20158	FIL300.1	Italian Cinema: 1945 to Present	Kliemann	3	W	1:30-4:30	CF	LIT423	Additional two-hour weekly film screening with times arranged in Florence.
GEOGRAPHY									
ADMIN	GEO300.1	Sustainability and Environmental Justice in Europe	Famum	3					Pre-semester Signature Seminar
12397	GEO400.2	Sustainable Urbanism in Europe	Ingersoll	3	MW	11:00-12:30	CF	ARC500.2/GEO400.2	
HISTORY									
13276	HST300.1	The Italian Mafia	Piombino	3	TH	3:20-6:20	CF	HST/SOC300.1	Priority to Sociology majors. Non-SOC majors may not register for both this course and HST/SOC/WGS454; initially registered under SOC 300.1
12697	HST300.3	Mediterranean Food and Culture: Florence Experience	Fischer	3	MW	3:30-5:00	CF	NSD452.1/HST300.3	Priority to nutrition/food studies majors/minors; Non-majors may not register for both this course and FST 304.
12716	HST300.4	Mediterranean Food and Culture: Florence Experience	Fischer	3	MW	5:30-7:00	CF	NSD452.2/HST300.4	Priority to nutrition/food studies majors/minors; Non-majors may not register for both this course and FST 304.
ADMIN	HST 300.4	Borders in Flux: Identities and Conflict in Ireland	Scull	3					Pre-semester Signature Seminar
10519	HST355	The Italian Renaissance	Duni	3	MW	1:30-3:00			
11230	HST409	A History of Witchcraft	Duni	3	MW	9:00-10:30		ANT/HST/REL/WGS409	
12061	HST452	Italy: Past, Present, and Future Challenges	Piombino	3	T	3:20-6:20		HST/PSC452	initially registered under PSC 452
11237	HST454	Family and Gender in Contemporary Italy	Fronteddu	3	TTh	1:30-3:00		HST/SOC/WGS454	Priority to Sociology majors. Non-SOC majors may not register for both this course and HST/SOC300.1; initially registered under SOC 454
INTERNATIONAL RELATIONS									
11884	IRP380.1	International Conflict Transformation	Scotto	3	T	3:20-6:20		PSC380	SPEC ENROLL.* Priority to Poli Sci/IR majors. Univ of Florence class taught at SUF, follows SUF calendar.
initially registered under another subject rubric. See "Registration Notes" in packet for full explanation.									
CF	Course Fee (see fee sheet in this packet)								
ADMIN	Registered by Syracuse Abroad post-online registration								
SPEC ENROLL	students with permission to register have been notified via email								

Time Schedule of Classes, Fall 2019, Syracuse Florence

Class #	Course #	Course Description	Professor	Credits	Days	Times	Course Fees?	Cross-listings	Restrictions / Requisites / Notes
LITERATURE									
13910	LIT300.1	Italian Fashion and Food Stories	Francini	3	TTH	1:30-3:00			
21978	LIT300.2	A World of Difference: Literature and Exclusion-1900 to Present	Barrett	3	MW	1:30-3:00			Texts read in English translation.
12681	LIT400.1	Sex, Politics, and Religion in Italian Literature	Barrett	3	MW	3:30-5:00		LIT400/REL300	Texts read in English translation.
20158	LIT423	Italian Cinema: 1945 to Present	Kliemann	3	W	1:30-4:30	CF	FIL300/LIT423	Additional two-hour weekly film screening with times arranged in Florence; <i>initially registered under FIL 300.1</i>
11228	LIT445	Comedy in Italy: From Ancient to Modern Times	Nicholson	3	TTH	11:00-12:30	CF	DRA300/LIT445	
MANAGEMENT AND MARKETING									
17713	MAR301	Essentials of Marketing	Anselmi	3	TTH	11:00-12:30			Visiting students and SU non-Mgmt majors only. Not open to Syracuse Mgmt majors.
20554	MGT300.1	CrossCultural Managmt: Communicating in Global Workplace	Perugini	3	MW	3:30-5:00	CF	CRS300	<i>initially registered under CRS 300.1</i>
17614	SOM354	Managing in a Global Setting	Anselmi	3	MW	11:00-12:30			Visiting students and SU non-Mgmt majors only. Not open to Syracuse Mgmt majors.
NUTRITION AND FOOD STUDIES									
18832	FST304	Farm to Fork	de Maret	4	TTH	9:00-10:45	CF		Priority to nutrition/food studies majors/minors. Non-majors may not register for both this course and NSD 452/HST 300.
12697	NSD452.1	Mediterranean Food and Culture: Florence Experience	Fischer	3	MW	3:30-5:00	CF	NSD452.1/HST300.3	Priority to nutrition/food studies majors/minors; Non-majors may not register for both this course and FST 304. <i>Initially registered under HST 300.3</i>
12716	NSD452.2	Mediterranean Food and Culture: Florence Experience	Fischer	3	MW	5:30-7:00	CF	NSD452.2/HST300.4	Priority to nutrition/food studies majors/minors; Non-majors may not register for both this course and FST 304. <i>Initially registered under HST 300.4</i>
PHILOSOPHY									
11235	PHI406	Citizenship from Modernity to Globalization	Spini	3	MW	9:00-10:30		PHI/PSC406	<i>initially registered under PSC 406</i>
POLITICAL SCIENCE									
13911	PSC300.1	Politics of Immigration in Europe	Spini	3	TTH	1:30-3:00			
21979	PSC300.2	Italian Politics: Laboratory of Populism	Blockker	3	M	3:20-6:20			
ADMIN	PSC 300.4	Borders in Flux: Identities and Conflict in Ireland	Scull	3					Pre-semester Signature Seminar
11465	PSC380.1	International Conflict Transformation	Scotto	3	T	3:20-6:20		IRP380	SPEC ENROLL.* Priority to Poli Sci/IR majors. Univ of Florence class taught at SUF, follows SUF calendar.
11235	PSC406	Citizenship from Modernity to Globalization	Spini	3	MW	9:00-10:30		PHI/PSC406	
12061	PSC452	Italy: Past, Present, and Future Challenges	Piombino	3	T	3:20-6:20		HST/PSC452	
RELIGION									
12681	REL300.1	Sex, Politics, and Religion in Italian Literature	Barrett	3	MW	3:30-5:00		LIT400/REL300	Texts read in English translation; <i>initially registered under LIT 400.1</i>
ADMIN	REL 300.4	Borders in Flux: Identities and Conflict in Ireland	Scull	3					Pre-semester Signature Seminar
11230	REL409	A History of Witchcraft	Duni	3	MW	9:00-10:30		ANT/HST/REL/WGS409	<i>initially registered under HST 409</i>
SOCIOLOGY									
13276	SOC300.1	The Italian Mafia	Piombino	3	TH	3:20-6:20	CF	HST/SOC300.1	Priority to Sociology majors. Non-SOC majors may not register for both this course and HST/SOC/WGS454.
11237	SOC454	Family and Gender in Contemporary Italy	Fronteddu	3	TTH	1:30-3:00		HST/SOC/WGS454	Priority to Sociology majors. Non-SOC majors may not register for both this course and HST/SOC300.1.
WOMEN'S AND GENDER STUDIES									
11230	WGS409	A History of Witchcraft	Duni	3	MW	9:00-10:30		ANT/HST/REL/WGS409	<i>initially registered under HST 409</i>
11237	WGS454	Family and Gender in Contemporary Italy	Fronteddu	3	TTH	1:30-3:00		HST/SOC/WGS454	Priority to Sociology majors. Non-SOC majors may not register for both this course and HST/SOC300.1; <i>initially registered under SOC 454</i>
<i>Initially registered under another subject rubric. See "Registration Notes" in packet for full explanation.</i>									
CF	Course Fee (see fee sheet in this packet)								
ADMIN	Registered by Syracuse Abroad post-online registration								
SPEC ENROLL	students with permission to register have been notified via email								

Time Schedule of Classes, Fall 2019, Syracuse Florence

Class #	Course #	Course Description	Professor	Credits	Days	Times	Course Fees?	Cross-listings	Restrictions / Requisites / Notes
STUDIO ARTS									
STUDIO ARTS CLASSES AT SUF									
Photography, Ceramics, Drawing, Painting, Printmaking									
<p>Studio Arts courses at the SU Florence Center meet for a total of 6 hours per week, divided into two 3-hour sessions. Priority to students admitted to the Studio Arts program. Non-program students with permission to register have been notified. Others may request to add in Florence, space permitting. Please attend the Studio Arts meeting during Orientation in Florence.</p>									
20555	AIC300.1	New Approaches to Renaissance Painting Techniques and Conservation	Kunzelman	3	TTH	9:30-12:30	CF		
19548	APH264	Beginning Digital Photography	Talini	3	TTH	1:00-4:00	CF		
19159	APH243	Digital Imaging for Art Photography	Talini	3	TTH	9:30-12:30	CF		Prereq: APH 264, or an introduction to Art Photography, or equivalent, or instructor's approval via portfolio submission. Required resources include Digital camera with manual settings and 16 or 32g memory card. Basic photography, computer, and visual design skills recommended. <i>Initially registered under APH 340.</i>
19159	APH340	Topics in Art Photography: Intermediate/Advanced	Talini	3	TTH	9:30-12:30	CF		Prereq: APH 243, or an intermediate Art Photography, or equivalent, or instructor's approval via portfolio submission. Required resources include Digital camera with manual settings and 16 or 32g memory card. Intermediate photography, computer, and visual design skills recommended
20556	ARI221	Ceramics Hand-building	Fallani	3	TTH	4:15-7:15	CF		
20556	ARI320	Advanced Ceramics	Fallani	3	TTH	4:15-7:15	CF		Prereq: two of the following: ARI 221, ARI223, ARI225, or equivalent. <i>Initially registered under ARI221.</i>
20558	ARI231	Drawing I: Observation - Florentine Sketchbook	Kraczyzna	3	MW	1:00-4:00	CF		
20574	ARI333	Drawing II: Representation to Conceptualization	Fallani	3	TTH	1:00-4:00	CF		Prereq: ARI231, or equivalent.
20574	ARI467	Experimental Advanced Drawing	Fallani	3	TTH	1:00-4:00	CF		Prereq: ARI333, or equivalent. <i>Initially registered under ARI 333.</i>
19301	ARI 261	Painting Studio I	TBA	3	MW	1:00-4:00	CF		
20559	ARI361	Painting Studio II	TBA	3	MW	9:30-12:30	CF		Prereq: ARI261, or equivalent.
20559	ARI400.1	Advanced Painting	TBA	3	MW	9:30-12:30	CF		Prereq: ARI361, or equivalent. <i>Initially registered under ARI 361.</i>
20561	ARI271	Introduction to Print Media and Graphic Art: Intaglio	Kraczyzna	3	MW	4:15-7:15	CF		
20561	ARI371	Planographic Processes	Kraczyzna	3	MW	4:15-7:15	CF		Prereq: ARI271, or equivalent. <i>Initially registered under ARI 271.</i>
STUDIO ARTS, continued									
STUDIO ARTS CLASSES IN FLORENTINE STUDIOS									
Metalsmithing, Silkscreen									
<p>For each Florentine Studio Arts course, you must fit 6 hours of studio time into your schedule (two 3-hour sessions). Studio time is available Mon.-Thurs. It takes about 20 minutes to walk from Syracuse Florence to Florentine Studios. Priority to students admitted to the Studio Arts program. Non-program students with permission to register have been notified. Others may request to add in Florence, space permitting. Please attend the Studio Arts meeting during Orientation in Florence.</p>									
20565	ARI280.1	Beginning Metalsmithing I	Fujistudios	3	MW	1:00-4:00	CF		Plan for two 3-hour sessions in your schedule. For Syracuse students, equivalent to ARI243.
			OPEN STUDIO		F	4:15-7:15		OPEN STUDIO -- NOT part of 6 hrs. of class time.	
20566	ARI280.2	Beginning Metalsmithing II	Fujistudios	3	MW	1:00-4:00	CF		Prereq: ARI280.1 or permission of instructor. Plan for two 3-hour sessions in your schedule.
			OPEN STUDIO		F	4:15-7:15		OPEN STUDIO -- NOT part of 6 hrs. of class time.	
19648	TXT280.2	Silk Screen I	Knippel	3	TTH	9:30-12:30	CF		Plan for two 3-hour sessions in your schedule.
					MTWTH	1:00-4:00			
					MW	4:15-7:15			
19650	TXT380.2	Silk Screen II	Knippel	3	TTH	9:30-12:30	CF		Prereq: TXT280.2 or permission of instructor. Plan for two 3-hour sessions in your schedule.
					MTWTH	1:00-4:00			
					MW	4:15-7:15			
Initially registered under another subject rubric. See "Registration Notes" in packet for full explanation.									
CF	Course Fee (see fee sheet in this packet)								
ADMIN	Registered by Syracuse Abroad post-online registration								
SPEC ENROLL	students with permission to register have been notified via email								

Time Schedule of Classes, Fall 2019, Syracuse Florence

Class #	Course #	Course Description	Professor	Credits	Days	Times	Course Fees?	Cross-listings	Restrictions / Requisites / Notes
SPECIAL PROGRAMS									
ARCHITECTURE									
These courses are open only to students admitted to the Architecture Program.									
14166	ARC332	16th Century Italian Architecture	Ingersoll	3	MW	9:00-10:30	CF	HOA322/ARC332	Pre-req: 1 art or arch history course or by permission of instructor.
14167	ARC335	Early Renaissance Architecture in Italy 1400-1529	Zaloga	3	TTH	11:00-12:30	CF	HOA332/ARC335	Pre-req: 1 art or arch history course or by permission of instructor.
14275	ARC408	Architectural Design VII	Shanks/Ponsi	6	TTH	1:30-7:30	CF		Open only to and required for students admitted to B Arch program. Pre-req: ARC407 with a C or better as a final grade
12397	ARC500.2	Sustainable Urbanism in Europe	Ingersoll	3	MW	11:00-12:30	CF	ARC500.2/GEO400.2	Initially registered under GEO 400.2
14285	ARC500.5	Drawing Water: Hybrid Typologies	Frolet	3	W	1:30-4:30	CF		
14276	ARC571	Survey of Italian Architecture	Shanks/Ponsi	3	FSaSu		CF		Open only to and required for students admitted to B Arch program. Coreq: Arch Design. Field Studies.
UNIVERSITY OF FLORENCE COURSES IN ENGLISH									
Courses taught at University of Florence Campus									
These courses are open only to students admitted to the University of Florence (Courses Taught in English) Program.									
<p>Class times, which may be on consecutive days and thus may present potential scheduling challenges, will be announced in Florence with release of local university schedule.</p> <p>You will not register for these courses during online registration. A special UNIFI registration meeting is held during Orientation Week.</p> <p>The Florence Academic Office will provide additional individualized advising support to help you complete registration for your UNIFI class along with your Italian and other Florence Center classes.</p> <p>PLEASE NOTE: Commuting time to University of Florence campus is about 30 minutes.</p>									
ADMIN	ECN480.1	Economics of Innovation	Lombardi	3	TBD	TBD			Prereqs: Intro economics course and intro statistics course.
ADMIN	ECN480.2	Human Development and International Cooperation	Biggeri	3	TBD	TBD		ECN/IRP480.2	Prereqs: Intro economics course and intro statistics course.
ADMIN	ECN480.4	International Economics II: International Trade	Giovannetti	3	TBD	TBD			Prereqs: Intro econ course and ≥ one college-level math course
ADMIN	IRP480.2	Human Development and International Cooperation	Biggeri	3	TBD	TBD		ECN/IRP480.2	Prereqs: Intro economics course and intro statistics course.
ADMIN	MAT580.1	Statistical Inference	Cipollini	3	TBD	TBD			Prereqs: At least one intro college-level math course and one statistics course.
ADMIN	PSC380.3	Politics of Economic Globalization	Segreto	3	TBD	TBD			
ADMIN	PSC380.4	Human Rights and Armed Conflict	Bultrini	3	TBD	TBD			One college-level international law course advisable.
Initially registered under another subject rubric. See "Registration Notes" in packet for full explanation.									
CF	Course Fee (see fee sheet in this packet)								
ADMIN	Registered by Syracuse Abroad post-online registration								
SPEC ENROLL	students with permission to register have been notified via email								

ITALIAN LANGUAGE COURSES OPEN TO ALL STUDENTS

Italian Language courses are a requirement of the program. For most students at beginning or intermediate levels, this means taking 6 credits of Italian in classes that meet M-Th. If you are a visiting student with prior background in the language, you may need to consult with the Italian Dept. at your home college in order to select the appropriate level. Matriculated Syracuse University students who haven't taken an ITA course at SU will need to take the online Placement Survey in order to register for the appropriate language level.

Students in the Architecture or Studio Arts programs may opt to take Italian for only the first half of the semester, earning 3 credits. Please see Option A on next page.
Beginning Italian students in Architecture or Studio Arts programs may opt to take this 3-credit course meeting twice a week for the entire semester. Please see Option B, next page.

Class #	Course #	Course Description	Professor	Credits	Days	Times	Restrictions / Requisites / Notes
<p>Each 4-credit Italian class is paired with a corequisite 2-credit Italian Community and Culture class, which meets in the same time slot and with the same students and teacher. When planning your schedule and considering other course selections, you need to keep at least one of the listed time slots open for your Italian classes.</p>							
	ITA 101/117	Italian I / Italian Community and Culture I					
10534 + 11717	ITA 101.1/117.1	Italian I / Italian Community and Culture I	Faculty	4 + 2	MTWTH	9:00-10:40	
11316 + 11722	ITA 101.6/117.6	Italian I / Italian Community and Culture I	Faculty	4 + 2	MTWTH	11:00-12:40	
11324 + 11730	ITA 101.14/117.14	Italian I / Italian Community and Culture I	Faculty	4 + 2	MTWTH	1:20-3:00	
	ITA 102/118	Italian II / Italian Community and Culture II					Prereq: ITA 101 or 1 semester of college-level Italian
11326 + 11737	ITA 102.2/118.2	Italian II / Italian Community and Culture II	Faculty	4 + 2	MTWTH	11:00-12:40	
11327 + 11738	ITA 102.3/118.3	Italian II / Italian Community and Culture II	Faculty	4 + 2	MTWTH	1:20-3:00	
	ITA 201/217	Italian III / Italian Community and Culture III					Prereq: ITA 102 or 2 semesters of college-level Italian
10536 + 11743	ITA 201.1/217.1	Italian III / Italian Community and Culture III	Faculty	4 + 2	MTWTH	9:00-10:40	
11329 + 11744	ITA 201.2/217.2	Italian III / Italian Community and Culture III	Faculty	4 + 2	MTWTH	11:00-12:40	
	ITA 202/218	Italian IV / Italian Community and Culture IV					Prereq: ITA 201 or 3 semesters of college-level Italian
11333 + 11749	ITA 202.2/218.2	Italian IV / Italian Community and Culture IV	Faculty	4 + 2	MTWTH	1:20-3:00	
10539	ITA 325	Advanced Language Usage	Faculty	3	MW	1:20-3:10	Prereq: ITA 202 or 4 semesters of college-level Italian

Two Italian language options for Architecture and Studio Arts Program students only:

OPTION A: Take Italian 4 days a week for half the semester

Students enrolled in the Architecture or Studio Arts programs may opt to take Italian for only the first half of the semester, earning 3 credits.

These 3-credit Italian classes meet Mondays-Thursdays until the midterm break.

When planning your schedule and considering other course selections, you need to keep at least one of the listed time slots open for your Italian classes.

Class #	Course #	Course Description	Professor	Credits	Days	Times	Restrictions / Requisites / Notes
	ITA 115A	Beginning Italian I - half semester (Option A)					
11715	ITA 115.1	Beginning Italian I - half semester (Option A)	Faculty	3	MTWTH	9:00-10:40	
11858	ITA 115.6	Beginning Italian I - half semester (Option A)	Faculty	3	MTWTH	11:00-12:40	
11866	ITA 115.14	Beginning Italian I - half semester (Option A)	Faculty	3	MTWTH	1:20-3:00	
	ITA 116A	Beginning Italian II - half semester (Option A)					Prereq: ITA 101 or 1 semester of college-level Italian.
11872	ITA 116.2	Beginning Italian II - half semester (Option A)	Faculty	3	MTWTH	11:00-12:40	
11873	ITA 116.3	Beginning Italian II - half semester (Option A)	Faculty	3	MTWTH	1:20-3:00	
	ITA 215A	Intermediate Italian I - half semester (Option A)					Prereq: ITA 102 or 2 semesters of college-level Italian.
11741	ITA 215.1	Intermediate Italian I - half semester (Option A)	Faculty	3	MTWTH	9:00-10:40	
11876	ITA 215.2	Intermediate Italian I - half semester (Option A)	Faculty	3	MTWTH	11:00-12:40	
	ITA 216A	Intermediate Italian II - half semester (Option A)					Prereq: ITA 201 or 3 semesters of college-level Italian.
11880	ITA 216.2	Intermediate Italian II - half semester (Option A)	Faculty	3	MTWTH	1:20-3:00	

OPTION B: Open only to *beginning* students in Special Programs noted above: Take Italian 2 days a week for entire semester

Beginning Italian students in Architecture or Studio Arts programs may opt to take this 3-credit course meeting twice a week for the entire semester.

When planning your schedule and considering other course selections, you need to keep at least one of the listed time slots open for your Italian classes.

	ITA 115B	Beginning Italian I - twice a week all semester (Option B)					
12685	ITA 115.21	Beginning Italian I - twice a week all semester (Option B)	Faculty	3	TTH	8:45-10:45 or	
13916	ITA 115.22	Beginning Italian I - twice a week all semester (Option B)	Faculty	3	MW	10:45-12:45 or	

FALL 2019 COURSE SCHEDULE -- SYRACUSE FLORENCE

MONDAY				TUESDAY				WEDNESDAY				THURSDAY			
ITALIAN															
9:00-10:40	11:00-12:40	1:20-3:00		9:00-10:40	11:00-12:40	1:20-3:00		9:00-10:40	11:00-12:40	1:20-3:00		9:00-10:40	11:00-12:40	1:20-3:00	
ITA 101 / 115A	ITA 101 / 115A	ITA 101 / 115A		ITA 101 / 115A	ITA 101 / 115A	ITA 101 / 115A		ITA 101 / 115A	ITA 101 / 115A	ITA 101 / 115A		ITA 101 / 115A	ITA 101 / 115A	ITA 101 / 115A	
	ITA 102 / 116A	ITA 102 / 116A			ITA 102 / 116A	ITA 102 / 116A			ITA 102 / 116A	ITA 102 / 116A			ITA 102 / 116A	ITA 102 / 116A	
ITA 201 / 215A	ITA 201 / 215A	ITA 325 (1:20-3:10)		ITA 201 / 215A	ITA 201 / 215A			ITA 201 / 215A	ITA 201 / 215A	ITA 325 (1:20-3:10)		ITA 201 / 215A	ITA 201 / 215A		
		ITA 202 / 216A				ITA 202 / 216A				ITA 202 / 216A				ITA 202 / 216A	
	10:45-12:40			8:45-10:40				10:45-12:40				8:45-10:40			
	ITA 115B			ITA 115B				ITA 115B				ITA 115B			

NOTE: ITA 115B is open ONLY to beginning students in Architecture and Studio Arts. It meets 2x per week for the entire semester for 3 credits

NOTE: ITA 115A is open ONLY to students in Architecture and Studio Arts. It meets 4x per week for half semester for 3 credits. Students may elect to continue for the full semester for 6 credits

CENTER CLASSES															
9:00-10:30	11:00-12:30	1:30-3:00	3:30-5:00	5:30-7:00		9:00-10:30	11:00-12:30	1:30-3:00	3:20-6:20		9:00-10:30	11:00-12:30	1:30-3:00	3:20-6:20	
HOA 320 sec 1	HOA 320 sec 2	HST 355	LIT400/REL300			HOA 411	HOA 322	HST / WGS / SOC 454	PSC/IRP 380.1		HOA 320 sec 1	HOA 320 sec 2	HST 355	LIT400/REL300	
HOA 323	EAR 105	LIT 300.2	CRS/MGT 300.1			HOA 424	DRA 300 / LIT 445	LIT 300.1	PSC / HST 452		HOA 323	EAR 105	LIT 300.2	CRS/MGT 300.1	
HST/ANT /WGS/RE L 409	GEO 400.2	CRS 300.2	HST 300.3 / NSD 452.1	HST 300.4 / NSD 452.1		FST 304	MAR 301	PSC 300.1	HOA 521		HST/ANT /WGS/RE L 409	GEO 400.2	CRS 300.2	HST 300.3 / NSD 452.1	HST 300.4 / NSD 452.1
PHI / PSC 406	SOM 354		PSC 300.2 (3:20-6:20)					HOA 203			PHI / PSC 406	SOM 54	FIL 300 / LIT 443 (1:30-4:30)		

STUDIO ARTS											
9:30-12:30	1:00-4:00	4:15-7:15	9:30-12:30	1:00-4:00	4:15-7:15	9:30-12:30	1:00-4:00	4:15-7:15	9:30-12:30	1:00-4:00	4:15-7:15
ARI 361/400.1	ARI 231	ARI 271/371	AIC 300.1	ARI 333/467	ARI 221/320	ARI 361/400.1	ARI 231	ARI 271/371	AIC 300.1	ARI 333/467	ARI 221/320
	ARI 261		APH 243/340	APH 264			ARI 261		APH 243/340	APH 264	
	ARI 280.1/280.2 Metalsmithing	ARI 280.1/280.2 Metalsmithing					ARI 280.1/280.2 Metalsmithing	ARI 280.1/280.2 Metalsmithing			
	TXT 280.2/380.2 Silkscreen I & II	TXT 280.2/380.2 Silkscreen I/II	TXT 280.2/380.2 Silkscreen I & II	TXT 280.2/380.2 Silkscreen I & II			TXT 280.2/380.2 Silkscreen I & II	TXT 280.2/380.2 Silkscreen I/II	TXT 280.2/380.2 Silkscreen I & II	TXT 280.2/380.2 Silkscreen I & II	

NOTE: If you are taking Metalsmithing (ARI 280.1/ARI 280.2) or Silkscreen (TXT 280.2/380.2), you need to fit *only two* time slots into your schedule to meet the six hours of studio time

ARCHITECTURE															
9:00-10:30	11:00-12:30	1:30-4:30		9:00-10:30	11:00-12:30	1:30-7:00		9:00-10:30	11:00-12:30	1:30-4:30		9:00-10:30	11:00-12:30	1:30-7:00	
ARC 332	ARC 500.2				ARC 335	ARC 408		ARC 332	ARC 500.2	ARC 500.5 - W only			ARC 335	ARC 408	

SCHEDULE PLANNING FORM

WORK OUT YOUR CLASS SCHEDULE ON THIS SHEET

Class times ----->	09:00-10:30	11:00-12:30	1:30-3:00	3:30-5:00	5:30-7:00
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					

Syracuse ABROAD

COURSE-RELATED FEES FLORENCE FALL 2019

REVIEW AND GIVE TO YOUR PARENT/GUARDIAN

Students who register for any of the courses listed below will be charged a fee to cover special activities, such as field study or attendance at special events, which are an integral part of the course. Field study fees may reflect cost of transportation, accommodations, guest lectures, and most entry fees. Attendance is mandatory, so we strongly discourage students from booking any personal travel before finalizing their registration **in Florence** so they know which course-related field study they will be required to attend.

This is not a bill. Fees are billed from Syracuse University following the online registration period and will appear on a subsequent Bursar statement. Students receive an email notice to view their bill in MySlice. **These fees are not included** in either the tuition or the program fees. Any new course-related fees or fee increases approved after this date will be announced prior to registration. All students who register for a course with a course-related fee are required to pay the fee, even if they are only auditing the course.

Please note: All field study is planned in advance and subject to change due to unforeseen circumstances (safety or weather-related alerts, strikes, etc.). In the event there are any changes to the proposed schedule/itinerary, we will either provide an alternative option of comparable academic significance and cost, or process the applicable credit to students' Bursar accounts.

Financial Deadline to Withdraw from the Program: Please refer to the [SU Tuition, Fees, and Related Policies Bulletin](#) for information on refund of course-related fees for students who withdraw from the program voluntarily, involuntarily, or due to suspension or expulsion.

Financial Drop Deadline: Students who drop a class by the Financial Deadline indicated in MySlice may request a refund of any unspent or uncommitted portion of the course fee. There is no refund of course fees to students in the program who make course/credit changes after this deadline except for an excused absence due to a scheduling conflict with other required field study.

Architecture (ARC)

ARC 332/632- Sixteenth Century Italian Architecture (Florence site visits)	\$55
ARC 335/635- Renaissance Architecture in Italy (The Ideal City day trip; Florence site visits)	\$260
ARC 407/408, ARC 608/609- Architectural design courses (studio supplies and related activities)	\$130
ARC 500.2- Sustainable Urbanism in Europe (Florence site visits)	\$55
ARC 500.5- Drawing Water: Hybrid Typologies in Florence (supplies and Florence site visits)	\$105
ARC 571- Survey of Italian Architecture (overnight field trips)	\$1125*

* *Actual costs are higher and are supplemented by a portion of the program fee; therefore, students in this field study course do not participate in the All-School field trips.*

Arts and Sciences (ANT, EAR, GEO, HOA, HST, LIT, SOC), Sport and Human Dynamics (FST, NSD), Visual and Performing Arts (CRS, DRA, FIL), and Whitman School of Management (MGT)

CRS/MGT 300.1- Cross-Cultural Management: Communicating in the Global Workplace (Florence site visits)	\$40
EAR 105 - Earth Science (4-day "Volcano Excursion"; Florence site visits)	\$400
FST 304 - Farm to Fork (day trip for Tuscan farm visit; cooking classes; Florence site visits)	\$330
GEO 400.2- Sustainable Urbanism in Europe (Florence site visits)	\$55
HOA 203 - Italian Arts from Antiquity to Michelangelo (day trips to Rome with All-School and Fiesole; Florence site visits)	\$215
HOA 320 (both sections) - Italian Renaissance Art (overnight trip to Renaissance Courts; Florence site visits)	\$395

HOA 322 - Renaissance Architecture in Italy (The Ideal City day trip; Florence site visits)	\$260
HOA 323 - Sixteenth Century Italian Architecture (Florence site visits)	\$55
HOA 411 - The Black Death and Medieval Art (day trips to Pisa/Lucca and Padua; Florence site visits)	\$360
HOA 424 - Sixteenth Century Italian Art and Identity (day trip to Venice; Rome overnight trip with All-School; Florence site visits)	\$245
HOA 521 -Michelangelo (overnight trip to Rome with private visit to view Sistine Ceiling; day trip to Carrara/Pietrasanta; Florence site visits)	\$450
HST/SOC 300.1 - The Italian Mafia (4-day trip to Sicily)	\$595
LIT 423/FIL 300.1 - Italian Cinema: 1945-Present (3-day trip to film festival; festival pass and related costs)	\$410
LIT 445/DRA 300.1 - Comedy in Italy from Ancient to Modern Times (day trip to Parma; site fees)	\$120
NSD 452/HST 300 (both sections) - Mediterranean Food and Culture (day trip to Chianti; tastings; Florence site visits)	\$250

Studio Arts at Syracuse Florence (AIC, APH, ARI)

A lab fee will be charged in all courses to cover the cost of models and/or basic studio supplies and studio maintenance. Students must pay directly for additional supplies, if needed, and either bring or purchase materials more appropriate to individual selection, noted with an asterisk (*).

Ceramics: ARI 221, 320	\$230
Photography: APH 264, 243, 340	\$310
* APH 264: <i>Students must bring with them or purchase a compact digital camera and 16-32 GB memory cards.</i>	
* APH 243, 340: <i>Students must bring with them or purchase a SLR digital camera and 16-32 GB memory cards.</i>	
Printmaking: ARI 271, 371	\$280
Painting:	
AIC 300.1 - Renaissance Painting Techniques & Conservation through Modern Technology	\$175
ARI 261 - Painting Studio I	\$345
ARI 361 - Painting Studio II and ARI 400.1 - Advanced Painting	\$340
Drawing:	
ARI 231 - Drawing I: Observation - Florentine Sketchbook	\$215
ARI 333 - Drawing II: Representation to Conceptualization	\$215
* <i>Students must bring with them or purchase specialty drawing papers and tools suited to individual project(s).</i>	
ARI 467 - Experimental Advanced Drawing	\$215
* <i>Students must bring with them or purchase specialty drawing papers and tools suited to individual project(s).</i>	

Studio Arts in Florentine Studios (JAM, TXT)

A lab fee will be charged in all courses to cover the cost of models and/or basic studio supplies and studio maintenance. All JAM fees also include a tool kit. Students must pay directly for additional supplies, if needed, and either bring or purchase materials more appropriate to individual selection, noted with an asterisk (*).

ARI 280.1/280.2 - Beginning Metalsmithing I and II	\$175
* <i>Students must purchase stones and extra metal for larger projects.</i>	
TXT 280.2/380.2 - Silkscreen I and II	\$165
* <i>Students must purchase china ink pen and tips and specialty fabrics suited to individual project(s).</i>	
TXT 280.3/380.3 - Woven Design I and II	\$105
* <i>Students must purchase specialty yarns and dyes suited to individual project(s).</i>	

Checklist: How to prepare to register for classes

What to do BEFORE your registration appointment:

- Know your NetID and Password** so you can access [MySlice](#) for course registration. If you have not used MySlice before, or if you have not activated your account or have forgotten your password, you can set up a new account or reset your password at the [IT Services website](#). You'll need your SUID number to activate your NetID. (**Visiting Students:** You can find your SUID number in [OrangeAbroad](#).) If you have activated your account but forgotten your Net ID, consult [the NetID self-service site](#).
- Check to see if you need to verify and/or update contact information on MySlice.** 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 for holds** that will prevent you from registering.
- Confirm your schedule** using the following materials:
 - ✓ Student Advising Form (SAF) that you uploaded to Questionnaires in [OrangeAbroad](#)
 - ✓ Updated Time Schedule of Classes and schematic
 - Check prerequisites** in course descriptions and on the Time Schedule. 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** (**highlighted 5-digit number** found in the first column of the Time Schedule). **You will enter these numbers when you register to select your classes. Do not select courses whose meeting times conflict.**
 - ✓ Special Enrollment email notification: Remember, only students who have received such an email will be able to register for EAR 105 or IRP/PSC 380.1
 - ✓ **Matriculated SU Students who have not taken an ITA course at SU: Be sure you have taken the online ITA placement exam/survey before you attempt to register!**
- Add your course selections to your Shopping Cart** in MySlice (refer to the online [Enrollment Guide](#)). While you will only initially register for 12 to 17 credits, you can also put some alternative selections in your cart. Once you have access to register, 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.

REGISTRATION INSTRUCTIONS

Register by 3:00 PM EDT, Wednesday, May 29.

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

As You Register...

Use your copy of your Student Advising Form (with the **highlighted** Class Numbers found on the [Time Schedule of Classes](#) recorded for each course) and the Registration Instructions that follow. Go online to <http://myslice.syr.edu>. The following will explain things you may note 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. Some wait lists may be resolved during the break between semesters. For others, you may have to wait until you get to Florence to see if space opens up during schedule adjustment. Priority goes to majors, then minors, by class level.

If you are closed out of a course that is fulfilling a specific academic requirement which 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.

- Registration closes on Wednesday, May 29 at 3pm EDT. Be sure you have completed your registration (for a minimum of 12 credits, not counting waitlisted courses or a Signature Seminar course) before your appointment expires!

Help/Questions

All Florence 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.

If you encounter any problems as you attempt to register for classes, please refer to “[Troubleshooting](#)”.

If you still have questions or problems, please contact [Marisa Lostumbo](#) at Syracuse Abroad (malostum@syr.edu or +1 800-235-3472).

Use this chart to assist you in looking up any holds on your account:

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

REGISTRATION INSTRUCTIONS

Register by 3:00 PM EDT, Wednesday, May 29.

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

Use the chart below for a quick overview of registration procedures. For more detailed instructions, carefully 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"> • Enroll in a class 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"> • Enroll in a class 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"> • Enroll in a class From Add Classes page: <ul style="list-style-type: none"> • Select term
3. ENTER CLASS NUMBER Found on Time Schedule in this Packet	3. Click Drop tab Select class(es) to drop from your Time Schedule	3. Click Swap tab. Use dropdown to select class(es) to swap out.
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 switch into class(es): Enter 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: <ul style="list-style-type: none"> • Finish Enrolling button 	6. Click: <ul style="list-style-type: none"> • Finish Enrolling button 	6. Click: <ul style="list-style-type: none"> • Finish Enrolling button

To ensure the accuracy of your schedule:

- Make sure all the sections start with “Z9__” (this identifies them as Florence classes).
- If you’re an undergrad, make sure your Term Credits Total is at least 12 credits to confirm your status as a full-time student and meet Italian immigration requirements. **Do not include credits for wait-listed courses or a Signature Seminar in this total.**
- Be sure to verify the section number of any course that has more than one section to ensure that you’ve registered for the correct section.

TROUBLESHOOTING

TROUBLESHOOTING AND TIPS

Cannot see STUDENT SERVICES application: Within the Orange header of 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 following URL – myslice.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 class 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 - its.syr.edu/netid

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 Z901 is a Syracuse Abroad Florence course identified by "901". The section M001 is a Main Campus course identified by "001" and U001 is a University College course identified by "001".

Technical QUESTIONS regarding registration should be directed to Marisa Lostumbo at Syracuse Abroad (malostum@syr.edu or 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 (pre-req, class standing, etc.) to enroll in the specified class. You may get this message when trying to enroll in ITA if you haven't selected the SAME sections for co-reqs.	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. If you are registering for ITA, be sure you have selected the SAME sections for co-reqs.
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 during the summer or in Florence. Wait-listed students do not automatically get added to the class but need to demonstrate their continued interest in a course.
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.	Select another class or contact Syracuse Abroad for additional information.