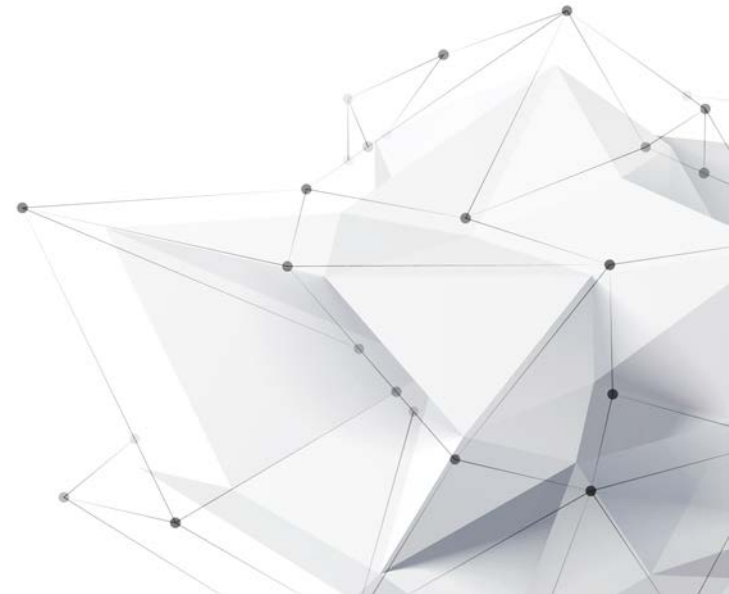


Freshman Registration Meeting

FALL 2018



WELCOME & CONTACT INFORMATION

Angie Murphy - Office: Knoy 207 - (Students Last Names beginning Q-Z)

email: armurphy@purdue.edu

phone: 765-496-6003

Shavonne Holton - Office: Knoy 209 - (Students Last Names beginning H-P)

email: shavonne@purdue.edu

phone: 765-494-6484

Darcy Allen - Office: Knoy 211 - (Students Last Names beginning A-G)

email: darcyallen@purdue.edu

phone: 765-494-0364

Advisor Walk In Office Hours Website:

<https://polytechnic.purdue.edu/degrees/computer-and-information-technology/advising>

You do not need to email to ask to come in during these hours.

To schedule an appointment with your advisor use Boiler Connect

(<https://www.purdue.edu/boilerconnect/>)

REVIEW BEFORE YOUR REGISTRATION MEETING

CIT Registration website: <https://polytechnic.purdue.edu/degrees/computer-and-information-technology/advising/registration>

which include Scheduling Handouts:

- Registration Meeting Presentations
- Pre-Requisite List (includes semesters offered)
- Form 23A (Advisor Schedule Recommendation)
- Form 23 (Schedule Revision Request)
- Fall 2017 CIT Plan of Study Comparison Chart
- Independent Study Form
- Independent Study Steps
- CIT Transfer Credit Approval Form
- Critical Path Documents
- Globalization Experience Requirement Verification
- Professional Information Technology Experience Requirement Verification

MEETING OBJECTIVES

PLAN OF STUDY REVIEW

- **NOTE ANY CORRECTIONS IN THE NOTES OF THE FORM 23A**
- NOTE ANY PENDING TRANSFER CREDIT, DUAL DEGREE CREDIT, OR MISSING AP CREDIT, DROPPED COURSE, ETC.

DECIDE ON A MAJOR OR CONCENTRATION AND MINOR

- IF YOU DESIRE TO CHANGE, MAKE A NOTE OF IT ON YOUR FORM 23A:

i.e. “Change my plan of study to (General, NET, SAaD or CSEC)”,
“Add a minor to my plan of study”.

COURSE REQUESTS FOR FALL 2018

- **LIST ON FORM 23A (MUST MEET PRE-REQUISITES)**
- **LIST AT LEAST TWO ALTERNATE COURSES**
- **NOTE COURSES YOU HAVE REGISTERED FOR SUMMER 2018**

MEETING OBJECTIVES CONTINUED

WHEN LISTING COURSES YOU PLAN TO TAKE:

- DETERMINE YOUR REQUIRED COURSES FOR THE UPCOMING SEMESTERS BY UTILIZING MYPURDUEPLAN WITHIN MYPURDUE

Destination: Graduation

myPurduePlan *(Best viewed in Chrome or Firefox)*
UNDERGRADUATE AND VET-MED/PHARMACY STUDENTS, your one stop to track your degree progress, determine the courses still needed for graduation, see how a CODO may affect your degree progress and more. Please watch the [myPurduePlan Overview video](#) for general information. For comprehensive program information, please see the [University Catalog: Academic Programs & Requirements](#). The following videos provide more detailed assistance:

Worksheet	Graduation Calculator
What-If Worksheet	GPA Calculator
myPurduePlan: Planner	Advice Calculator

- FOR REQUIREMENTS WITH MANY COURSE OPTIONS IT IS OK TO WRITE THE REQUIREMENT AND CHOOSE THE SPECIFIC COURSE LATER (I.E. COM SELECTIVE, SCIENCE LAB)
- ADVISORS VERIFY COURSES THAT ARE NEEDED ON YOUR PLAN OF STUDY AND ENTER OVERRIDES NEEDED

BEFORE YOU REGISTER - HOLDS

VERIFY THERE ARE NO HOLDS ON YOUR RECORD (you can view in myPurdue on the Academic or Financial Tab)

Complete all University-wide Programs and information updates required by Purdue.

Each year you will be asked to verify your payment information and confirm your emergency contact information.

Some holds signify the student is restricted from enrolling in classes and/or obtaining academic transcripts at Purdue University. Some common holds are:

Respect Boundaries Program

DD - No direct deposit authorization on file (does not impact registration)

RF - Financial Aid Refund Hold

RO - Bursar Recurring Payments

M1 - Initial Student Medical Insurance

**Gallup-Purdue Index (GPI) Survey
(must complete the items to remove hold)**

BEFORE YOU REGISTER – TIME TICKETS & PIN

Your Registration Window Dates & Times are now available!

To view your time ticket through myPurdue

- Log into your myPurdue account You will see “Registration Status”
- This is an example:

Registration Status

You may register during the following times

From	Begin Time	To	End Time
Mar 26, 2018	04:00 pm	Mar 26, 2018	11:59 pm
Mar 27, 2018	12:00 am	Mar 30, 2018	11:59 pm
Apr 23, 2018	09:00 am	Apr 23, 2018	11:59 pm
Apr 24, 2018	12:00 am	Jun 08, 2018	11:59 pm
Jul 30, 2018	08:00 am	Jul 30, 2018	11:59 pm
Jul 31, 2018	12:00 am	Oct 23, 2018	11:59 pm

- ✓ You have no Holds which prevent registration.
- ✓ Your Academic Standing is Continued Good Standing which permits registration.
- ✓ Your Student Status permits registration.

Your Class for registration purposes is Junior: 75 - 89 hours.

- **If you miss your time ticket, you must wait until open registration (**April 23rd**) to register for your classes.**

Fall 2018 Registration Pin

Your PIN # - VERY VERY IMPORTANT!!!!

Located on the bottom of your Plan of Study copy you will receive at the meeting.

BEFORE YOU REGISTER CONTINUED

TIPS FOR SCHEDULING ASSISTANT & MYPURDUE

- Be aware of linked courses, **some** lectures require that you register for a required linked section (lab, recitation, or PSO) that goes with it!
- **Tip:** Use Scheduling Assistant to quickly create a workable schedule. Scheduling Assistant will now transfer your courses directly to myPurdue. **Always** go into myPurdue and verify that all courses transferred in correctly by checking your week-at-a-glance schedule.
- If registering through myPurdue add/drop worksheet, you will need the CRN's for all parts of the class (lecture, recitation, lab, PSO, etc.).

LOOK UP CLASSES

GO TO MYPURDUE REGISTRATION – “LOOK UP CLASSES”

Look Up Classes

Spring 2017 classes begin Monday, January 9, and end Saturday, April 29, 2017. Final exams will be held Monday through Saturday, May 1-6, 2017.

To register for classes, select the box in front of the CRN and choose Register or Add to Worksheet. (C identifies a closed class; NR, a class not available for online registration at this time; SR, the user is restricted from registration)

Linked Sections Required. Click on the flag to view linked section choices.

Sections Found

CNIT-Computer & Info Tech

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Type	Links	Requi-sites	Notes
SR	16751	CNIT	48101	003	PWL	0.000	Programming For Smart Health		TBA	20	1	19	0	0	0	0	0	0	Alka Rani Harriger (P)	01/09-04/29	TBA	Individual Study	A2 A1	(R)	Prerequisite: CNIT 31500 or 32500 with minimum grade of C-
SR	16754	CNIT	48101	005	PWL	0.000	IT Community Engagement		TBA	20	0	20	0	0	0	0	0	0	Alka Rani Harriger (P)	01/09-04/29	TBA	Individual Study	A4 A3	(R)	Prerequisite: CNIT 31500 or 32500 with minimum grade of C-
SR	18782	CNIT	48101	006	PWL	3.000	Video Game Design & Dev	TR	01:30 pm-02:20 pm	35	7	28	0	0	0	35	18	17	David Matthew Whittinghill (P)	01/09-04/29	KNOV 306	Lecture	A5 A6	(R)	
SR	18783	CNIT	48101	007	PWL	0.000	Video Game Design & Dev	TR	02:30 pm-03:20 pm	35	7	28	0	0	0	35	18	17	TBA	01/09-04/29	KNOV 306	Laboratory	A6 A5	(R)	
SR	16753	CNIT	48101	ITE	PWL	3.000	IT Community Engagement	MW	11:30 am-12:20 pm	20	0	20	0	0	0	0	0	0	Alka Rani Harriger (P)	01/09-04/29	KNOV 242	Lecture	A3 A4	(R)	Prerequisite: CNIT 31500 or 32500 with minimum grade of C-
SR	18380	CNIT	48101	NLT	PWL	3.000	Natural Language Technologies	TR	10:30 am-11:45 am	40	0	40	0	0	0	0	0	0	Julia M Rayz (P)	01/09-04/29	KNOV B041	Lecture		(R)	Prerequisites: CNIT 31500 OR 32500 with minimum grade of C- or consent of instructor.
SR	16746	CNIT	48101	PSH	PWL	3.000	Programming For Smart Health	MW	10:30 am-11:20 am	20	1	19	0	0	0	0	0	0	Alka Rani Harriger (P)	01/09-04/29	KNOV 242	Lecture	A1 A2	(R)	Prerequisite: CNIT 31500 or 32500 with minimum grade of C-

Look Up Classes

Spring 2017 classes begin Monday, January 9, and end Saturday, April 29, 2017. Final exams will be held Monday through Saturday, May 1-6, 2017.

To register for classes, select the box in front of the CRN and choose Register or Add to Worksheet. (C identifies a closed class; NR, a class not available for online registration at this time; SR, the user is restricted from registration)

Linked Sections Required. Click on the flag to view linked section choices.

Sections Found

CNIT-Computer & Info Tech

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Type	Links	Requi-sites	Notes
SR	16207	CNIT	58100	005	PWL	0.000	Prob In Natl Info Security	F	01:30 pm-03:20 pm	20	1	19	0	0	0	20	1	19	John A Springer (P), Melissa Jane Bivens Dark	01/09-04/29	STEW 050B	Laboratory	A2 A1	(R)	Original research in cybersecurity/info assurance.
SR	20020	CNIT	58100	006	PWL	3.000	Emergency Mgmt Culture Of ROK		TBA	9999	1	9998	0	0	0	0	0	0	James Eric Dietz (P)	01/09-04/29	TBA	Individual Study		(R)	
SR	19681	CNIT	58100	APM	PWL	3.000	Advanced IT Project Mgmt	TR	04:30 pm-05:45 pm	20	7	13	0	0	0	0	0	0	Kevin Carl Dittman (P)	01/09-04/29	KNOV B041	Lecture		(R)	Undergrads who have taken 480 with a grade of B or higher Grad Students who have taken either 480 or 552 or previous PM experience using PMBOK.
SR	16757	CNIT	58100	CFA	PWL	3.000	Cyberforensics Apple Eco Svat	TR	10:30 am-11:45 am	20	1	19	0	0	0	0	0	0	Marcus Andrew Thompson (P)	01/09-04/29	KNOV 228	Lecture		(R)	CTI Junior, Senior or GR. More information at: https://polytechnic.purdue.edu/degrees/ms-computer-and-information-technology/graduate-courses
SR	18434	CNIT	58100	CFM	PWL	3.000	Cyberforensics Of Malware	TR	01:30 pm-02:45 pm	20	4	16	0	0	0	0	0	0	Marcus Andrew Thompson (P)	01/09-04/29	KNOV 228	Lecture		(R)	More information at: https://polytechnic.purdue.edu/degrees/ms-computer-and-information-technology/graduate-courses
SR	16371	CNIT	58100	HSS	PWL	3.000	Homeland Security Seminar	M	10:30 am-01:20 pm	20	0	20	0	0	0	0	0	0	James Eric Dietz (P)	01/09-04/29	KNOV B041	Lecture		(R)	Graduate Standing or Senior
SR	18474	CNIT	58100	ITD	PWL	3.000	Diversity In Information Tech	TR	12:00 pm-01:15 pm	20	1	19	0	0	0	0	0	0	Julie Rochelle Mariga (P)	01/09-04/29	EE 222	Lecture		(R)	Pre-req: At least 3 credits at 500-600 level. More information at: https://polytechnic.purdue.edu/degrees/ms-computer-and-information-technology/graduate-courses
SR	16206	CNIT	58100	PNS	PWL	3.000	Prob In Natl Info Security	W	01:30 pm-03:20 pm	20	1	19	0	0	0	20	1	19	John A Springer (P), Melissa Jane Bivens Dark	01/09-04/29	KNOV B041	Lecture	A1 A2	(R)	Original research in cybersecurity/info assurance.
SR	17150	CNIT	58100	SDR	PWL	3.000	Sfure Des & Develop Robotics	T	02:30 pm-05:20 pm	12	1	11	0	0	0	0	0	0	Byung-Cheol Min (P)	01/09-04/29	KNOV 242	Lecture		(R)	More information at: https://polytechnic.purdue.edu/degrees/ms-computer-and-information-technology/graduate-courses

New Search

LOOK UP CLASSES: ADVANCED SEARCH

SECOND 8 WEEK COURSES, ONLINE COURSES, SUMMER MODULES

Advanced Search

Spring 2018 classes begin Monday, January 08, and end Saturday, April 28, 2018. Final exams will be held Monday through Saturday, April 30-May 5, 2018.
ATTENTION: Until the final exam schedule is published, students should be prepared to be on campus through the end of the final exam period.

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Section Search when your selection is complete.

Subject: EAPS-Earth Atmos Planetary Sci
ECE-Electrical & Computer Engr
ECET-Electrical&Comp Engr Tech
ECON-Economics
EDCI-Educ-Curric & Instruction
EDPS-Educ-Ed'I and Psy Studies
EDST-Ed Leadership&Cultri Fnd
EEE-Environ & Ecological Engr
ENE-Engineering Education
ENGL-English

Course Number:

Title:

Schedule Type: Presentation
Recitation
Research

Instructional Method: All
Hybrid
Online

Credit Range: hours to hours

Campus: All
Lafayette
West Lafayette

Part of Term: Full Term
Lafayette
Second 8 Weeks
Non-date based courses only

Instructor: All
Aagard, Hans Peter
Aaltonen, Pamela Massie

Session: All
Day
Evening

Attribute Type: All
Coop
Core Transfer Library

Start Time: Hour Minute am/pm

End Time: Hour Minute am/pm

Days: Mon Tue Wed Thur Fri Sat Sun

BEFORE YOU REGISTER CONTINUED

SCHEDULE REVISION REQUEST (FORM 23)

Available at the CIT Registration Website:

<https://polytechnic.purdue.edu/degrees/computer-and-information-technology/advising/registration>

These are necessary for **some** course overrides.

- e.g. Instructor Permission, Time Conflict Override
- Fill these out and complete with ALL necessary information, including CRN's and any signatures that are needed from instructors. Form 23's need to be completed with the appropriate signatures and given to your advisor before you register.
- This is **VERY** important so we can put in any overrides.

FIRST YEAR RECOMMENDED COURSES-LIST ON FORM 23A

FIRST SEMESTER

- **CNIT 18000**
- **TECH 12000C or TECH 12000E**
(Design Thinking in Technology) – will be linked with either ENGL 10600E or COM 11400C as indicated on your Form 23A)
- **COM 114000C or ENGL 10600E***
- MA 16010 (Applied Calculus I)
- TLI 11200 (Foundations of Organizational Leadership)

- **If you are currently enrolled in CNIT 15501, it is strongly recommended that you take CNIT 25501 IN THE FALL.**

- ****TECH 12000C & 12000E are listed as TECH 12000INTEG in Scheduling Assistant. You will need an override for TECH 12000R**

SECOND SEMESTER

- **CNIT 15501**
- **CNIT 17600**
- COM 11400 **or** ENGL 10600
- MA 16020 (Applied Calculus II)
- Humanities Foundational Selective **OR**
Behavioral Social Sciences
Foundational Selective

DROP/ADD REFUND & DEADLINE CALENDARS

AVAILABLE AT [HTTP://WWW.PURDUE.EDU/REGISTRAR/CALENDARS/INDEX.HTML](http://www.purdue.edu/registrar/calendars/index.html)

Purdue University - Office of the Registrar
FALL 2018 DROP AND ADD DATES
 August 20 - December 15

TO ADD OR MODIFY A COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	SIGNATURES REQUIRED
Aug 20 - Aug 26 Week 1	Aug 20 - Aug 21	Oct 17 - Oct 21	(COURSE SPACE AVAILABILITY REQUIRED) Students may add courses via myPurdue.
Aug 27 - Sep 17 Week 2 - 4	Aug 22 - Aug 31	Oct 22 - Oct 30	Advisor and Instructor Take completed Form 23 to Office of the Registrar for processing (Hovde 45).
Aug 31	Aug 24	Oct 23	Last day to audit a course, a Registrar Audit Form is required & can be obtained in Hovde Hall, Room 45
Sep 18 - Oct 23 Week 5 - 9	Sep 4 - Sep 19	Oct 31 - Nov 16	Advisor, Instructor, and Head of Department in which the course is listed. Take completed form to Office of the Registrar for processing (Hovde 45)

TO DROP A COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	SIGNATURES REQUIRED
Aug 20 - Sep 3 Weeks 1 - 2	Aug 20 - Aug 26	Oct 17 - Oct 23	No signatures (Course not recorded) Students may drop courses via myPurdue.
Sep 4 - Sep 17 Weeks 3 - 4	Aug 27 - Sept 3	Oct 24 - Oct 30	Advisor (Course recorded with a grade of "W") Take completed Form 23 to Office of the Registrar for processing (Hovde 45).
Sep 18 - Oct 23 Weeks 5 - 9	Sep 4 - Sep 19	Oct 31 - Nov 16	Advisor and Instructor (Instructor shall indicate whether passing or failing.) Grades of "W", "WF", or "WN" will be recorded. Students with a semester classification of 1 or 2 do not need the instructor's signature; grades will be "W". Take completed form to Office of the Registrar for processing (Hovde 45)

REFUND PERCENTAGE OF FEES & TUITION ****Sept 1 Prepayment and \$200 Late registration fee begins****

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	PERCENTAGE
Before Sep 1	Before Aug 24	Before Oct 21	100%
Sep 1 - Sep 7	Aug 24 - Sep 1	Oct 21 - Oct 28	80%
Sep 9- Sep 22	Sep 2 - Sep 7	Oct 29 - Nov 4	60%
Sep 23 - Oct 6	Sep 8 - Sep 14	Nov 5 - Nov 11	40%
After Oct 6	After Sep 14	After Nov 11	NONE

LEGEND
16 weeks = courses meeting full 16 week semester August 20 - December 15 79 days
1 st 8 weeks = courses meeting 1 st 8 weeks only August 20 - October 16 39 days
2 nd 8 weeks = courses meeting 2 nd 8 weeks only October 17 - December 15 40 days

- Information on refunds from the University may be found at the following web site: <http://www.purdue.edu/bursar/tuition/refundWithdrawals/refundPolicy.html>.
- Students withdrawing from ALL course assignments after classes have begun should go to myPurdue, Academic tab, and look for Withdraw Information.
- The revision/refund dates on this calendar apply to courses that exactly fit the time frames listed. Courses offered outside of these time frames have their own deadlines (2-week courses, etc.). For assistance, please contact Customer Service at 494 - 6165.

GLOBALIZATION REQUIREMENT

THE FIRST THREE GLOBALIZATION OPTIONS BELOW REQUIRE A 3 PAGE REFLECTION PAPER AND SCANNED VERIFICATION DOCUMENTS



DEPARTMENT OF COMPUTER & INFORMATION TECHNOLOGY (CIT)

Globalization Experience Requirement Verification

Effective Fall 2016, CIT Students must fulfill a globalization requirement by completing one of the following options:

- Any university-sponsored study abroad program lasting at least 7 days*
- An internship or approved international research project that involves at least 7 days of international travel*
- Provide documentation of having lived/traveled outside home country for at least 15 days after a student's 12th birthday* (does not have to be 15 consecutive days)
- Earn credit in Level I and II courses (6 credit hours) in any one foreign language
- Earn six credit hours in the following approved foreign culture study courses:

AGEC 34000 International Economic Development
AGR 20100 Communication Across Cultures
ANTH 20500 Human Cultural Diversity
ANTH 21200 Culture, Food and Health
ANTH 23000 Gender Across Cultures
ANTH 34000 Global Perspectives on Health
ANTH 37900 Native American Culture
ARAB 28000 Arabic Culture
CLCS 18100 Classical World Civilizations
COM 30400 Intercultural Communications
HIST 24300 South Asian History and Civilizations
HIST 24500: Introduction to the Middle East History and Culture
HIST 250 US Relations with the Middle East & N. Africa
HIST 30000 Eve of Destruction: Global Crises and World Organization in the 20th Century

HIST 33400 Sci & Tech in West Civilization II
HIST 34000: Modern China
HIST 34400: History of Modern Japan
HTM 37200: Global Tourism Geography
POL 23100 Intro to US Foreign Policy
POL 23500 Rich and Poor Nations
POL 23700 Modern Weapons & International Relations
POL 32700 Green Global Politics
POL 34500 West European Democracies in the Post-Industrial Era
SOC 33800 Global Social Movements
SOC 33900 Introduction to the Sociology of Developing Nations
TECH 33000 Technology and the Global Society
WGSS 38000: Gender and Multiculturalism

Effective Fall 2016, CIT students must fulfill a globalization requirement by completing one of the following:

- Any university-sponsored study abroad lasting **at least 7 days**
- An internship or approved international research project that involves **at least 7 days of international travel**
- Provide documentation of having lived/travelled internationally for **at least 15 days after one's 12th birthday**
- Earn credit in Level I and II courses (6 credit hours) in any one foreign language
- Earn six credits in an approved foreign culture study course

Submit the required documents in Microsoft Word or .pdf format to CIT-Global@purdue.edu

* The above options require a three-page reflection paper on what you learned from your experience and scanned verification documents. You may provide scans of Passport Stamps, Airline Tickets, VISA documents.

Submit required documents in a Microsoft Word or .pdf format to: CIT-Global@purdue.edu



PROFESSIONAL IT REQUIREMENT

A 3 PAGE REFLECTION PAPER ON THE STUDENT'S EXPERIENCE IS REQUIRED



DEPARTMENT OF COMPUTER & INFORMATION TECHNOLOGY (CIT)

Professional Information Technology Experience Requirement Verification

I verify that _____

was employed with _____
Company/Organization

and completed _____ hours of Professional Information Technology work for
_____ number of weeks.

Printed Name Title Date

Signature

Student will prepare a reflection paper on the experience.

Upon completion of the Professional IT Experience, submit a scanned version of the completed form along with a three-page reflection paper (in Microsoft Word or .pdf format) to: CIT-Prof-IT@purdue.edu

If you are graduating in the same semester of completion, due date is the end of the 12th week.

¹³PROFESSIONAL IT EXPERIENCE REQUIREMENT

Professional IT internship (six week minimum duration)

240 hours of IT employment

240 hours of documented volunteer IT work

Service Learning Course (EPCS, CNIT 39000, or Equivalent) with responsibility for an IT component (3 credit hours minimum)

CIT students must fulfill a professional IT requirement by completing one of the following:

- Professional IT internship (six week minimum duration)
- 240 hours of IT employment
- 240 hours of documented volunteer IT work
- Service Learning Course (EPCS, CNIT 39000, or Equivalent) with responsibility for an IT component (3 credit hours minimum)

Upon the completion, submit a scanned version of the completed form along with the reflection paper in Microsoft Word of .pdf format to CIT-Prof-ITI@purdue.edu

TRANSFER CREDIT

TRANSFER CREDIT APPROVAL FORM MUST BE COMPLETED PRIOR TO TAKING ANY COURSE



Department of Computer and Information Technology
(CIT)
TRANSFER CREDIT APPROVAL FORM

If you would like to take a course at another College or University that will transfer to the CIT plan of study, you must submit a Transfer Credit Approval Form at least one month prior to enrolling in the course.

Complete the following steps prior to leaving campus:

1. Complete this form and receive advisor approval.
2. Apply to College as a guest or transient student. (This may require a letter from your advisor.)
3. Register for courses.

From the Purdue Transfer Credit Course Equivalency Guide:

https://selfservice.mypurdue.purdue.edu/prod/bzwtxcrd_p_select_info, create a report and submit to your advisor.

Sample:

Transfer School	Transfer Subject	Transfer Course	Transfer Title	Transfer Credits	Purdue Subject	Purdue Course	Purdue Title	Purdue Credits
Ivy Tech Community College-IN	MATH	201 I	Brief Calculus I	3	MA	16010	Applied Calculus I	3
Ivy Tech Community College-IN	MATH	202 I	Brief Calculus II	3	MA	16020	Applied Calculus II	3

Degree Requirement Request to fulfill: MA 16010 and MA 16020 requirements.

Many approved courses from Regional Campuses and other institutions can be found on the Office of the Provost Core Curriculum courses list.

Go to: <http://www.purdue.edu/provost/initiatives/curriculum/course.html> and click on the link at the end of the following sentence: An Excel spreadsheet of all approved courses (courses taken at Purdue campuses and other Indiana institutions as well as transfer courses) may also be found [here](#).

The TransferIN.net website is very helpful in finding courses to transfer in from Indiana Universities: <http://www.transferin.net/index.aspx>

Course requests for transfer credit for CNIT courses require submission of the course description, syllabus, and sample projects.

Review the rules for transferring credit to Purdue available at: <http://www.admissions.purdue.edu/transfercredit/index.php>
"Transfer Credit Guidelines"

If you would like to take a course at another College or University that will transfer to the CIT plan of study, you must submit a Transfer Credit Request for approval at least **one month prior** to enrolling in the course. From the transfer credit database:

https://selfservice.mypurdue.purdue.edu/prod/bzwtxcrd_p_select_info

- After completing the course, you must have the official transcript sent to Purdue Admissions by admissions@purdue.edu or by mail to:

*Purdue University
Credit Evaluation
Schleman Hall of Student Services
475 Stadium Mall Drive
West Lafayette, IN 47907*



MINORS

LISTED AT [HTTP://CATALOG.PURDUE.EDU/](http://catalog.purdue.edu/)

GO TO UNDERGRADUATE: MINORS LIST (LEFT SIDE MENU)

- If you are completing a Minor it is **your responsibility** to take the correct courses to complete it. Print the minor worksheet to track your progress. Write this minor on your Form 23A.
- You are allowed to use your minor towards the Interdisciplinary Selectives. **Effective Fall 2015, Computing Minors are NOT allowed for Interdisciplinary Selectives: Computer Science, Computer Graphics, Electrical and Computing Engineering, etc.**
- Monitor your GPA for the courses you are taking to complete your minor.
 - Many minors, if not all, require a minimum GPA for to fulfill their minor.
- Please check [myPurdue](#) and see if your Minor is listed on your transcript.
- **If a minor is listed that you are no longer pursuing, note on your form 23A.**

MINORS CONTINUED

EXCESS INTERDISCIPLINARY SELECTIVE CREDIT

Students in a major that does not require a minor or who still have interdisciplinary credit space available after completing a minor should be given flexibility to use any remaining interdisciplinary credits on courses with equivalent academic rigor to courses from a minor. These credits are not to be used as free elective.

Courses that may be used to fulfill extra interdisciplinary credit requirements include:

- Honors (HON) courses
- Courses related to their completed minor
- Courses complementary to their completed minor
- Courses that are part of another minor

ENTREPRENEURSHIP CERTIFICATE

The purpose of the Certificate in Entrepreneurship and Innovation Program is to inspire and teach students in all disciplines to be innovators and entrepreneurs, whether they choose careers in start-ups or larger organizations. Through a series of five courses and related experiential programs, students learn the theory and practice related to starting and running new ventures, while turbo charging their degrees.

(Courses fulfill interdisciplinary selectives)

Eligibility

- The program is open to students in all majors who have approximately four semesters remaining in their academic programs. Upon completion of the requirements, students receive an official certificate, which is also recorded on their academic transcript.

Program Requirements

- Students must take the equivalent of five, 3-credit courses in the three categories.

For the approved course list, visit

<https://www.purdue.edu/entr/wp-content/uploads/2018/02/Approved-Course-List-2017-2018-2-6-18-jlg.pdf>

ACCOUNTING SELECTIVE

MGMT 20000 & MGMT 20010

- Management 20010 (Business Accounting) will be offered in the Fall. This course is for non-Management majors and minors.
- Students pursuing a Management Minor **MUST** take Management 20000 Introductory Accounting.

COM COURSES

COM

Some COM courses require overrides and a form completed in BRNG, Room 2114 (check schedule of class notes).

A few items to remember:

Please ensure the COM minor is listed on your unofficial transcript on myPurdue. To receive an override via the process above, you must have an active COM minor on MyPurdue. (See your advisor to declare a minor.)

Minors follow **NEWEST plan**

<https://www.cla.purdue.edu/students/academics/pos/Minors/MCO MU.pdf>

STUDY ABROAD

- Plan ahead for Study Abroad Opportunities!
- University Scholarships are available:
<https://www.studyabroad.purdue.edu/programs/aid/>
- If you have been approved to Study Abroad through the Study Abroad Office, you will need to submit a “*Registration Confirmation Form*” to your advisor and return to the Study Abroad office in **YOUNG Room 105** prior to leaving the country. This confirms that the classes you are taking will transfer back for credit and grades.
- Programs for Study Abroad Course Approval Form:
https://www.studyabroad.purdue.edu/resource/course_app.pdf
- Once your Study Abroad Application is approved, you will be able to register yourself for Study Abroad courses during your registration time on myPurdue.
The Study Abroad Office will input the necessary overrides for your enrollment.
- For semester long Study Abroad opportunities Contact Elizabeth Barajas, Polytechnic Global Programs Coordinator, Knoy 150

FOREIGN LANGUAGE PLACEMENT TESTING

<https://www.cla.purdue.edu/slc/placement/index.html>

New: Once placed into the foreign language, all students must complete a course on campus to receive credit.

- MUST SEE ADVISOR FOR FORM 231
- MUST BRING PURDUE ID
- \$35 Purdue Students, Waivers available; Bursar's Office bills students after testing.

- [QUESTIONS?](#)

<https://www.cla.purdue.edu/slc/documents/FLPT%20April%202018%20Flyer.pdf>

CENTER FOR CAREER OPPORTUNITIES - MY CCO

[HTTPS://WWW.CCO.PURDUE.EDU/MYCCO.ASPX](https://www.cco.purdue.edu/mycco.aspx)

Available to Purdue students and alumni for:

- Internships, part-time, and full-time opportunities
- Live Online Resume, Interview and Job Coaching: Brainfuse Job Now
- Ability to practice interviewing using InterviewStream
- Access company data using Mergent Online
- Access to listings of company information sessions
- Network with company contacts who have recently recruited at Purdue
- See what companies are coming to upcoming career fairs

How can I make the most of myCCO?

Upload Your Resume

Edit Profile Privacy to be included in Resume Books and receive emails from myCCO

Search and Apply for Jobs & On-Campus Interviews

Create Job Search Agents

Follow Purdue Internships on Twitter

OVERRIDES

COMMON OVERRIDES FOR CIT STUDENTS

- **Pre-Req** Overrides
 - CNIT 25501
 - If you received credit for CNIT 15501 (i.e. CS 17700, CS 18000 or programming transfer credit)
- **College** Override
 - Some colleges will require an override for students not in their college to take their courses. For example:
 - MGMT (some courses)
 - OLS
 - COM (some courses)
- **Credit Hour** Override
 - If you are planning to take **more than 18 credit hours** for fall or spring semester or **more than 9 credit hours** for summer, we will need to put in an **override** to allow you to do so as per CIT Policy.
 - **Please indicate this on the Form 23A**

OVERRIDES CONTINUED

Other overrides include:

- **Professor Permission** A signature from the Instructor is *required* for most graduate level courses
 - Fill out a Form 23 with the specific course and CRN along with the Instructor's signature and turn into your advisor.
- **Time Conflict** Override
 - If there is a time overlap of courses, it may be possible to get an override with the **permission and signature of the Instructor** whose course is overlapping. Form 23 must be signed and turned into your advisor.
- All override requests must be turned into your advisor at least **48 hours prior** to your registration. This is important because you will not be able to register for the classes you want unless we have put in the override request.

*REMINDER SUMMER 2018 REGISTRATION IS IN PROGRESS

CURRENT CNIT OFFERINGS:

CNIT 17600 – Information Technology Architectures

CNIT 18000 – Intro to Technology Architectures

CNIT 24200 – System Administration

CNIT 39000 – Supervised Practicum – Korean Software Project-Inst. Perm. Req.
CRN: 13068

CNIT 58100-OCM – Quality Management-**CRN: 13039**

CNIT 58100-OMP – Require Mgmt Processes – **CRN: 13040**

CNIT 58100-001– Large Event Management & Planning Homeland Security –
CRN: 12084

Other CNIT summer offerings are available on myPurdue now.

Open registration is NOW.

REMINDER: Summer 2018 schedule is available and registration is in progress.
Check your Summer Time Ticket in your Registration Status in myPurdue portal.

Your Summer PIN is the same as your Spring PIN

DROP/ADD REFUND & DEADLINE CALENDARS

AVAILABLE AT [HTTP://WWW.PURDUE.EDU/REGISTRAR/CALENDARS/INDEX.HTML](http://www.purdue.edu/registrar/calendars/index.html)

Purdue University - Office of the Registrar
FALL 2018 DROP AND ADD DATES
 August 20 - December 15

TO ADD OR MODIFY A COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	SIGNATURES REQUIRED
Aug 20 - Aug 26 Week 1	Aug 20 - Aug 21	Oct 17 - Oct 21	(COURSE SPACE AVAILABILITY REQUIRED) Students may add courses via myPurdue.
Aug 27 - Sep 17 Week 2 - 4	Aug 22 - Aug 31	Oct 22 - Oct 30	Advisor and Instructor Take completed Form 23 to Office of the Registrar for processing (Hovde 45).
Aug 31	Aug 24	Oct 23	Last day to audit a course, a Registrar Audit Form is required & can be obtained in Hovde Hall, Room 45
Sep 18 - Oct 23 Week 5 - 9	Sep 4 - Sep 19	Oct 31 - Nov 16	Advisor, Instructor, and Head of Department in which the course is listed. Take completed form to Office of the Registrar for processing (Hovde 45)

TO DROP A COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	SIGNATURES REQUIRED
Aug 20 - Sep 3 Weeks 1 - 2	Aug 20 - Aug 26	Oct 17 - Oct 23	No signatures (Course not recorded) Students may drop courses via myPurdue.
Sep 4 - Sep 17 Weeks 3 - 4	Aug 27 - Sept 3	Oct 24 - Oct 30	Advisor (Course recorded with a grade of "W") Take completed Form 23 to Office of the Registrar for processing (Hovde 45).
Sep 18 - Oct 23 Weeks 5 - 9	Sep 4 - Sep 19	Oct 31 - Nov 16	Advisor and Instructor (Instructor shall indicate whether passing or failing.) Grades of "W", "WF", or "WN" will be recorded. Students with a semester classification of 1 or 2 do not need the instructor's signature; grades will be "W". Take completed form to Office of the Registrar for processing (Hovde 45)

REFUND PERCENTAGE OF FEES & TUITION **Sept 1 Prepayment and \$200 Late registration fee begins**

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	PERCENTAGE
Before Sep 1	Before Aug 24	Before Oct 21	100%
Sep 1 - Sep 7	Aug 24 - Sep 1	Oct 21 - Oct 28	80%
Sep 9 - Sep 22	Sep 2 - Sep 7	Oct 29 - Nov 4	60%
Sep 23 - Oct 6	Sep 8 - Sep 14	Nov 5 - Nov 11	40%
After Oct 6	After Sep 14	After Nov 11	NONE

LEGEND
16 weeks = courses meeting full 16 week semester August 20 - December 15 79 days
1 st 8 weeks = courses meeting 1 st 8 weeks only August 20 - October 16 39 days
2 nd 8 weeks = courses meeting 2 nd 8 weeks only October 17 - December 15 40 days

- Information on refunds from the University may be found at the following web site: <http://www.purdue.edu/bursar/tuition/refundWithdrawals/refundPolicy.html>.
- Students withdrawing from ALL course assignments after classes have begun should go to myPurdue, Academic tab, and look for Withdraw Information.
- The revision/refund dates on this calendar apply to courses that exactly fit the time frames listed. Courses offered outside of these time frames have their own deadlines (2-week courses, etc.). For assistance, please contact Customer Service at 494 - 6165.

ADDITIONAL INFORMATION

- **myPurdue Waiting lists:** If you try to enroll in a class that is full you may have the option to be placed on a waiting list for one particular section (CRN). It is then particularly important to monitor your Purdue email, so that you can respond within the allotted 16 hours.
- <https://www.purdue.edu/registrar/currentStudents/students/waitlist.html>
- **Course Withdrawal:** A record of the fact that a student was enrolled in a course and withdrew from the course after the second week. When a course assignment is canceled prior to the end of two weeks of a fall or spring semester, the course will not be recorded on the student's record. Summer sessions vary based on number of weeks offered.
- <http://www.purdue.edu/registrar/calendars/SummerDropAdd.html>

WHAT'S NEXT?

REGISTRATION CHECK LIST

- Confirm your enrollment. (Enrollment confirmation can be completed on the Academic tab on [myPurdue](#).)
- Pay your fees by the due date indicated. (A fee statement will not be generated until you register.)
- Monitor your schedule periodically on Week-at-a-Glance. Classes occasionally get moved, changed, or canceled. It is your responsibility to check your schedule and make any changes necessary.
- Read your Purdue email regularly. You should be notified if any changes have been made to your schedule.



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Q&A

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