

Syracuse University

College of Arts & Sciences

Advising and Career Services

GOT QUESTIONS?

The 2017 Guide to Navigating
the College of Arts and Sciences
Online Course Selection System
for Incoming First Year Students

Course Selection Guide for First Year Students

Welcome to the College of Arts and Sciences! This guide is designed to help you navigate the College's interactive course planner, the **First Term Enrollment Selections (FTES)** online system, available under Student Services on [myslice](#). Incoming students will begin selecting courses on **May 22nd, 2017**. **We STRONGLY RECOMMEND that you read this guide BEFORE making selections in FTES.** Selecting your first term courses involves the following steps:

- Review this guide and related materials
- Complete each page of FTES and save your work
- Speak with your College Advisor
- Save your finalized FTES by the **June 16th** deadline

The questions and answers below will guide you through each page of the FTES online course selection system. If you need further assistance, please call 1-800-295-0994 to speak with your College Advisor.

FTES Page 1: Required Courses and Student Data

Answers to the questions below can help you make the appropriate selections on page 1 of FTES.

Important Note:

Listed on page 1 of FTES is the name of your assigned College Advisor who will be contacting you in mid-May to discuss your course selections and to answer any questions you may have.

Question 1: What are the required courses?

First Year Forum

[CAS 101: First Year Forum course descriptions](#)

—and—

A Writing Studio Course:

[CAS 100 course descriptions](#) or [WRT 105 course description](#) (for Native Speakers of English)

—or—

[ENL courses](#) (for Non-Native Speakers of English)

If you have questions regarding ENL courses, please contact Youmie Kim (ykim27@syr.edu) or Matthew Hammill (mjhammil@syr.edu), ESOL Language Co-Coordinators by email or at 315-443-9484.

Question 2: Do I take a Language or Math Placement Exam?

First year students are encouraged to take placement exams, available on [myslice](#), before making their course selections. **If you expect to receive AP/IB or transfer credit for language or math, please see questions 7 and 8 before taking the exams.**

If you have any additional questions about placement exams, please visit the [IT website](#). Students who require disability-related accommodations should contact the Office of Disability Services by calling 315-443-4498.

Questions 3: What language placement exams are available?

Language exams are available for Ancient Greek, Arabic, Chinese, French, German, Hebrew, Hindi, Italian, Japanese, Korean, Latin, Portuguese, Russian, Spanish, and Turkish. For certain languages, you may be required to take an additional exam if you place beyond the 101 level.

Question 4: What courses should I take if I have indicated an intended major?

For some majors, recommended courses are indicated on page 1 of FTES. If yours does not indicate a specific class, you should enroll in courses related to your intended major on page 3 of FTES. Review the [Recommended Courses for Majors](#) for descriptions of major requirements. If you have any questions, be sure to discuss them with your College Advisor.

Question 5: What courses should I take if I am in the Honors Program?

If you have been admitted to the Renée Crown University Honors Program, please refer to the supplemental online registration information on your FTES. If you have questions about selecting Honors courses, call 1-800-295-2537 and ask to speak to Hanna Richardson or Karen Hall.

Question 6: How do I register for Special Categories?

If you plan to participate in ROTC, please indicate this in the information section on page 1. Under ROTC, mark an **X** in the appropriate box for either Air Force or Army.

If you are interested in participating in “The Pride of the Orange,” Syracuse University Marching Band, please call the band office at 315-443-2194 or email Fran Moore at fm Moore@syr.edu. You are required to register for the 1-credit course, Marching Band (ENI 510).

FTES Page 2: College Level Credit

Answers to the questions below can help you make the appropriate selections on page 2 of FTES.

Question 7: What do I do about Transfer Credit and AP Credit?

Do not enroll in courses for which you have already been awarded credit, or any that may be duplicated by AP or transfer credit. Please see these helpful links for more information regarding AP or IB credit: [AP Scores Required for College Credit](#) or [IB Scores Required for College Credit](#).

Note: The College Board no longer sends your AP scores automatically. You must create and/or log in to your account on the College Board website and request that your scores be sent to our office.

If you have taken college level courses at another institution and you earned a grade of “C” or higher, please be sure to send the most up-to-date transcript to our office at the following address:

Advising and Career Services
323 Hall of Languages
Syracuse, NY 13244

If you have already sent your scores or transcript to central admissions, inform your College Advisor.

Question 8: How do I have my language, writing or math credit evaluated for Syracuse University credit?

If you anticipate transfer credit for language, writing, or math you must email a copy of the course syllabus **AND** a completed [Language Petition](#), [Writing Petition](#), or [Math Petition](#) to casadvising@syr.edu. Please include your college advisor on the email. Do not take the placement exam until you receive the result of your petition. You will receive it within 10 business days.

Please keep in mind that if you choose to take a language course at Syracuse, and it is at a lower level than the one you have credit for, you cannot transfer in that other credit.

FTES Page 3: Course Selections

Answers to the questions below can help you make the appropriate selections on page 3 of FTES.

Question 9: How many credits should I take?

Students should take between 15 and 17 credits during their first semester. A minimum of 12 credits is considered full-time. Students can take up to 19 credits, however, this is generally not recommended in your first semester. Please speak with your College Advisor about balancing your course load.

Question 10: How do I know what courses to select?

As a student in the College of Arts and Sciences, you are required to complete your Liberal Arts Core requirements and your major requirements by the time you graduate. See the [Liberal Arts Core Guidebook \(2017-2018\)](#) and [the College of Arts and Sciences Course Catalog](#) for further information, as well as the [Courses Available to First Year Students](#).

Question 11: What courses are recommended for Language or Quantitative Skills?

Students are required to complete a language or a math skillset. Some majors require proficiency in either language or math, so all students should review [major requirements](#) before making course selections.

Question 12: How do I select courses for the Divisional Requirements?

See the [Liberal Arts Core Guidebook \(2017-2018\)](#) and the [Courses Available to First Year Students](#) for an outline of the Core and a list of the courses that satisfy the various requirements.

Question 13: What else should I keep in mind when selecting courses?

Balance your course selections! In the divisional course section on page 3, students should pick a course from each divisional area (humanities, social sciences, natural sciences). Your FTES selections are not complete unless you list alternate courses.

Question 14: What courses should I take if I plan to enter the health or legal professions?

For further information about preparing for the health professions, visit [the College's prehealth advising website](#). For further information about preparing for the legal professions, please see [the College's prelaw advising website](#).

Question 15: If I am a dual student in a Secondary Education teacher preparation program. What courses should I select?

As with all Arts and Sciences students, you must select courses required by the College, along with specific courses for your Secondary Education major. If you have questions, consult with your College Advisor.

Tips for Page 3 on FTES:

At the bottom of page 3 there is a total count of credits. This number comes from the classes you selected from page 1 PLUS the classes entered in the “choice 1” boxes on page 3. Remember—depending on what you selected on page 1, you may only need to fill in one or two boxes on page 3.

FTES Page 4: Confirm Selections

Answers to the questions below can help you make the appropriate selections on page 4 of FTES.

Question 16: I have made my selections and completed FTES. Now what?

Once you have completed your FTES entries on all pages, save your selections.

Question 17: How do I contact my College Advisor?

All new students have a College Advisor who is available to provide guidance and support. Your College Advisor is indicated on Page 1 of your FTES. They will be contacting you by email, so be sure to set up your Syracuse email account (syr.edu), as that is the official communication method of the College.

Question 18: I have completed the steps. How do I finalize my plan?

Once you have discussed your course selections and overall academic plan with your College Advisor, you may alter or amend your FTES entries. When you complete them on all pages, submit your selections. Your FTES Course Selections must be finalized by the June 16th deadline.