

Summer/Fall 2020 Preregistration Advising Guide-History

When

- Registration for Summer and Fall 2019 semesters starts on **March 30, 2020**. *Be sure to have been advised before your pre-registration time opens up*
- Go on <https://my.uncc.edu> – Registration/add drop and check:
 - ✓ Your advising hold
 - ✓ Your registration time

Advising Hold

Majors with advising holds must be advised before the hold is lifted

- You MUST be advised if:
 - ✓ You are a **freshman** or **first semester transfer**.
 - ✓ You are a **senior**.
 - ✓ You are on **probation**.

Advising Appointment

- Make an advising appointment ASAP with your Advisor
- Go on Connect: <https://uncc.campus.eab.com>
 - *If your advisor has no times listed, please contact your advisor per email.*
 - *Contact Dr. McKinley in case of problems or no advisor listing: swmckinl@uncc.edu.*

Remote Advising Conference

We will be advising all major remotely via Google Meet 

- Your advisor will send you either a conference invitation or link per email
- Click on the link at your advising time and Google Meet will connect you (be sure to be on a computer with camera and microphone)
- Upon conclusion of your advising conference, your advisor will email you your advising sheet
- The Department will lift your advising hold (if applicable). This is done at the end of the day.

If you encounter any difficulty, contact Dr. Shep McKinley for advising questions swmckinl@uncc.edu , or ITS for technical difficulties 704-687-5500

Summer Semester

The Department offers great courses for the first and second half of the summer semester

- Methods courses as well as course to be counted towards your GPA need to be taken at UNC Charlotte
- Transfer hours may be taken elsewhere. Submit a [Permit for Transient Studies](#) prior to taking the course

How to create a schedule

Follow these guidelines in creating a good schedule; and avoiding difficulties

1. **Balance your courses** Generally, you want to take two history courses per semester, two gened courses, and one minor/gened/double major course. You will shift to more minor/double major courses once you run out of gened courses. Licensure majors must take MDSK 2100 *before* they reach 45 earned hours.
2. **Mix and match** easy with hard; fun with boring. Take care of UWRT, MATH, *first*. Take also one 4-hour course per semester till you run out (UWRT 1104 SPAN 1201/1202; Science with Lab). Take HIST 2600 in 2nd semester sophomore/ 1st semester junior year; transfers: after you have taken at least one semester of 2000 courses. Look for a double major or one or two minors now.

Remember

1. You MAY NOT TAKE two history methods courses (2600, 4000/1/2/3/4, 4600) in the same semester.
2. Math 1102 or 1105 satisfy the problem solving (math) requirement, and are easier than Math 1100.
3. You may take the cross-listed section of a history course for history credit if the history section is full.
4. Licensure majors should seek advice from the COED TEAL office in their sophomore year and beyond.
5. If you plan to study abroad, you should carefully plan your methods courses (HIST 2600. 4000, 4600).

Policies - *READ*

1. **Withdrawing from a course**

- You may withdraw from a course without penalty or notation until the last day to drop/add a course (see registrar calendar).
- Upon closing of the drop/add period, you may withdraw from a **total of 16 hours** with a W notation on your transcript.
- Withdrawal under extenuation circumstances is subject to approval but does not count to the 16-hour limit. <https://withdrawal.uncc.edu/>

2. **Repeating a course**

- You may replace up to **two course grades** (the prior course grades stays on your record, however does not count to your GPA). You must repeat the exact same course number/title.
- You must submit a course grade replacement request **before the last day to add the course** via My UNCC. See the Registrar for details. <https://registrar.uncc.edu/students/grade-replacement-policy>.
- If you seek to repeat a course with a D, C, or B grade, you must obtain a **course repeat override** from the department prior to registration. Plan ahead!

3. **Registration/Prerequisites for Methods Courses**

- You do no longer need an authorization to register for methods courses in summer and fall.
- If you scored a D for Hist 2600 or 4000/1/2/3/4, *you must repeat the course before you may take the subsequent methods course*. Banner will disenroll you from the next methods course for which you registered if you fail to satisfy the prerequisites of the current one you are taking.

4. **Cross-listed Courses**

- You may take the cross-list of a history course for major credit. Upon registration, Ask Dr. McKinley to fill out a DegreeWorks substitution form: swmckinl@uncc.edu. *You may not take or repeat* the cross-list of a course you have already taken under the other course number.

5. **Summer Term off Campus**

- You are generally allowed to transfer off-campus summer course credit under the following conditions:
 - ✓ You have not already received 64 hours of total transfer credit or 18 hours history transfer hours; *and* you are not in your last 30 hours of study.
 - ✓ You are not on probation (transfer credit will not improve you GPA).
- Be sure to complete a **Permit for Transient Studies *prior*** to enrolling in the summer course.

6. **Probation**

- You have **one semester** (not counting summer) to bring your GPA to 2.0.
- You are placed on continued probation (i.e. get an additional semester) if you achieved a 2.3 regular semester GPA in the semester your probation started.
- Students on probation should ***definitely consider summer school at UNC Charlotte*** to raise their GPA. Discuss this option with your adviser during your mandatory advising appointment.

7. **Forgiveness Policy**

- Students may use the grade forgiveness policy (D/F excluded from degree) if they:
 - ✓ have not taken courses at UNC Charlotte for two consecutive years.
 - ✓ did not attend UNC Charlotte for one semester and completed an Associate Degree
- You may use either option only once (it also resets your maximum W hours).

8. **Incomplete Grades**

- You must complete a course for which you received an incomplete grade **within one year**. Failure to do so will automatically result in a grade of F for the course in question.
- You cannot start a methods course if you received an incomplete for the pre-requisite course.
- You cannot graduate with an incomplete grade on your record. Come see us to resolve this.

9. **Graduation**

- Seniors planning on graduating in the Summer should request a **Graduation Check**.
- You must apply for graduation via My UNCC – Banner by the published deadline.
- *You must have either completed, or have all remaining courses in progress, to be able to participate in the commencement ceremonies. There are NO exceptions.*