Registration Procedures &
Getting into a Closed General Chemistry Class*

Up until the close of CPO, students should try to add through CPO! If the sections you need are closed get on the shortest “Wait List”. If a new section is opened based on unfulfilled need, students on compatible “Wait Lists” will be ported to that section. Students who do not pay fees, confirm schedules or pass their prerequisite chemistry course are dropped. Any of these will contribute to openings during the final registration period. If you are on the “Wait List” you will automatically be moved into that section. Students, if you can get in this way, YOU ARE IN!!!

All Students needing a chemistry class should plan to attend the first class meeting of that class *(see timetable!)*, whether a laboratory, lecture or discussion section and provide their name, email address, desired section number and SID to the instructor.

If students have a special need to enroll: job, graduation, direct class conflict with required course in their major, etc... that should be *noted on the signup sheet*. These special needs people will be given first priority. Students will be asked for proof, a note from their advisor, employer, etc.

Actual CPO enrollment will occur after the first lab meets. All students must attend the first lab meeting. Dr. Hazari will accommodate all students for which lab places are available. Once checked in to a lab bench, Dr. Hazari will then contact the General Chemistry Secretary (BU 514) or Dr. Adcock (BU 501) to complete CPO enrollment to the section. (Lab bench positions are what really limit enrollment.) The laboratory will in most cases meet the first week of class.

*Students wishing to add non-general chemistry classes must attend the first class the instructor will provide your name, SID and contact information to Dr. Adcock.*