

2015-2016

Undergraduate Catalog

Using the Baylor University Undergraduate Catalog as a Resource

Pre-Advisement Workshop for
Honors Program Freshmen



Why is it important to understand the catalog?

It is:

- ▶ the authoritative word on the requirements for your major and your degree—and thus for graduation; and
- ▶ a tool for learning specifics about individual courses within prospective areas of interest.

The Undergraduate Catalog

It is essential to your success at Baylor that you understand and use the Undergraduate Catalog.

If you have questions about your schedule, degree, courses (including eligibility for them), or requirements, **check the catalog.**

You are bound to the requirements of the catalog in place when you entered Baylor University.

If you change your catalog year to a future catalog, you are bound to ALL requirements of the new catalog.

www.baylor.edu/registrar/catalogs

Noteworthy Definitions

- ▶ **prerequisite** – a course or courses that must be completed to be eligible to register for another course.
- ▶ **corequisite** – a course that must be taken in tandem with another course. The two courses must be entered into BearWeb at the same time.
- ▶ **degree audit** – an electronic evaluation of a student's academic progress that displays both the coursework completed and the coursework remaining in order to fulfill the requirements for the student's declared degree.
- ▶ **Honors audit** – an electronic record of a student's completed Honors work. This can be found in the advising section of Bear Web.

Course Selections: A Primer

▶ Think in terms of three categories:

1. General Degree Requirements:

Courses required of anyone pursuing one of the University-granted degrees available (e.g., a BA, a BBA, or a BSEd)

- ▶ Lower-level Honors courses (other than specifically required ones) most often are taken in this category

Course categories (*Continued*):

2) Courses toward a Major, Minor, or Pre-Professional Track:

Courses required in fulfillment of a student's declared major or minor, or toward a pre-professional track (e.g., Pre-Healthcare).

3) Elective Courses:

Courses taken for credit, and toward the minimum credit-hour requirements to graduate, but not toward either the student's general degree requirements or the student's major field of study.

Use the Catalog to consider course selections

- ▶ Identify and mark your declared **degree plan** (or your prospective degree plans).
 - ▶ Degree-plan requirements are listed near the beginning of the section tabbed for each college/school within the university (e.g., Arts & Sciences, Business).
- ▶ Identify and mark the **requirements for your major** (or prospective majors).
 - ▶ Requirements for all the academic majors within each college/school follow, usually in alphabetical order, the basic requirements for the degrees offered.
- ▶ Find and mark the **descriptions of individual courses** required for the degree and the major (see the back of Catalog: courses appear in alphabetical order of the departments which offer them).

Using the Catalog when your major is Undecided

- ▶ Narrow your potential **degree plans** down to two at most.
- ▶ **Collate** the courses required for these different degree plans:
 - ▶ Identify common courses required by both;
 - ▶ Focus on these courses while you discern your to-be-declared degree plan; and
 - ▶ Try to earn credit for “additional Honors units” through these courses.

Using the Catalog when your major is “Undecided” (*Continued*)

- ▶ Familiarize yourself with **course descriptions** of upper-level (“3000”- and “4000”-level) courses offered in your prospective majors.
 - ▶ These course descriptions, in tandem with the requirements for a given major, will provide you with an overview of the kind of work that such a major would entail.
 - ▶ Do these courses sound interesting? related to what you want to study and to do? relevant to your strengths, callings?

Frequently Asked Questions

Do I have to be advised?

Yes! All Honors-Program students must be advised before registering each semester at Baylor.

FAQs:

How do I change or declare my major?

Use the resources and links available here:

https://www.baylor.edu/university_advisement/index.php?id=869902

FAQs:

How do I declare (or drop) a pre-medical or other pre-healthcare track?

Discuss this with your academic advisor. There are minimum scores/GPA requirements that might need to be met.

FAQs:

Can I transfer courses from another school into Baylor?

You can transfer a total of 15 additional hours after you start at Baylor. Be sure to check the Baylor Web site for Equivalent Course Information **prior to** taking any courses elsewhere.

www.baylor.edu/registrar/equivalent

FAQs:

What if I cannot find an equivalent course on the Equivalent Course Tool?

If your school or course is not listed on the ECT, you will need to submit an Equivalent Course Request form:

<https://www1.baylor.edu/ECR>

FAQs:

How many classes may I transfer into Baylor?

You may transfer up to 15 hours into Baylor once you have matriculated (entered as a first-semester Baylor student).

NOTE: Without exception, your last 30 hours of coursework must be taken at Baylor.

FAQs:

Whom do I contact to remove a hold on my account?

Holds are placed on your account for a variety of reasons: e.g., unpaid parking tickets, unreturned library books, or financial-aid issues.

To view any holds, check your status in BearWeb.

It will direct you to contact the appropriate office.

FAQs:

What is the best way to contact an Honors Program advisor about a question or concern other than course advisement?

E-mail your assigned advisor. To view your assigned advisor, look towards the bottom of this web page:

www.baylor.edu/honorsprogram/advising

Preparing for your Honors advisement session

- ▶ Check on any possible registration holds through BearWeb.
- ▶ Narrow down (if you haven't already) your choices about a degree plan.
- ▶ Follow the detailed instructions on the "Advising" section of the Honors Program Web page.

<http://www.baylor.edu/honorsprogram/advising>