Dear Families,

Whether this is your first child to go off to college or your fourth (or, as in one case at UMBC, your seventh), sending a student off to college is not only a change for the child but for the family. At UMBC we believe that students benefit tremendously from the help and support of their families, not only to get to UMBC but also to be successful while they are here.

We have created a guide we hope you will find helpful as you and your student join the UMBC community. It contains information about services at UMBC as well as some helpful hints about making the transition to college. Along with the information we have shared with your student, we hope this guide helps to make joining UMBC a positive experience for both you and your student.

As I’m sure you know, it takes much more than just information to make a successful college experience. Our president, Dr. Freeman Hrabowski, often reflects on his freshman year, when students in his college were told to look to the left and right and to expect that one of them would not graduate. As Dr. Hrabowski says, this is a terrible thing to say to young people. At UMBC, we are committed to having all of our students succeed. If I can be of assistance, please do not hesitate to contact me.

Sincerely,

Yvette Mozie-Ross, Ph.D.
Vice Provost for Enrollment Management and Planning
410-455-3799
mozie@umbc.edu
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**IMPORTANT PHONE NUMBERS AND WEBSITES**

**Academic Advising**
410-455-2729
advising.umbc.edu

**Admissions (Undergraduate)**
410-455-2292
undergraduate.umbc.edu

**Athletics, Physical Education and Recreation**
410-455-8888
umbcretrievers.com

**Bookstore**
410-455-2665
bookstore.umbc.edu

**Career Center**
410-455-2216
careers.umbc.edu

**Commons Information Center/General Information**
410-455-1000

**Counseling Center**
410-455-2472
counseling.umbc.edu

**Dining Services**
410-455-2188
dineoncampus.com/umbc

**Enrollment Management**
410-455-2292
umbc.edu/enrollment

**Financial Aid and Scholarships**
410-455-2387
umbc.edu/financialaid

**Honors College**
410-455-3720
honors.umbc.edu

**Learning Resources Center**
410-455-2444
umbc.edu/lrc

**Library**
410-455-2232
umbc.edu/library

**Off-Campus Student Services**
410-455-2770
umbc.edu/ocss

**Parent Programs and Services**
410-455-2554
umbc.edu/parents

**Parking Services**
410-455-2551
umbc.edu/parking

**Police**
police.umbc.edu

**Emergency Only**
410-455-5555

**Non-emergency**
410-455-3136

**Provost**
410-455-2333
provost.umbc.edu

**Registrar**
410-455-2500
registrar.umbc.edu

**Residential Life**
410-455-2591
umbc.edu/reslife

**Shriver Center**
410-455-2493
shrivercenter.umbc.edu

**Student Affairs**
410-455-2393
umbc.edu/saf

**Student Business Services**
410-455-2288
sbs.umbc.edu

**Student Life**
410-455-3462
umbc.edu/studentlife

**Student Support Services**
410-455-3250
sss.umbc.edu

**Technology Support Center**
410-455-3838
doit.umbc.edu

**Transportation Services**
410-455-2454
umbc.edu/transit

**Undergraduate Education**
410-455-6805
umbc.edu/oue

**University Health Services**
410-455-2542
umbc.edu/uhs

**Women’s Center**
410-455-2714
womenscenter.umbc.edu
TIP: Don’t forget to have your student check orientation.umbc.edu/welcomeweek for Welcome Week information before arriving in August. This way your student can plan ahead for events he or she wants to attend!
Welcome to UMBC and our Orientation programs!

June and July are months for planning for your student’s smooth introduction to campus and college life. UMBC students find that learning at an honors university takes place in many different settings. UMBC offers a variety of First Year Opportunities to support students so their first year on campus is an academic and personal success. To learn more about these opportunities, please visit orientation.umbc.edu/firstyear.

The New Student Book Experience (NSBE) connects new students with faculty and staff members during Welcome Week through small group discussions, and is required for all new freshmen and transfers. The experience is a first exposure to the caliber of discussion that is prevalent in many courses, providing intellectually stimulating interaction that welcomes new students to the UMBC community.

Our 2015–2016 NSBE selection is *An Unquiet Mind* by Kay Redfield Jamison. NSBE discussions will take place during Welcome Week, and all students are invited to meet the author, Kay Redfield Jamison, on October 15, 2015 on campus. Encourage your student throughout the summer to get a good start academically by being prepared for this lively and engaging discussion.

We hope you are as excited to become a part of the UMBC community as we are to welcome you!
TIP: Homecoming will be here before you know it! Homecoming is a great time for families to join their student for a wide range of activities. Make plans now to visit campus October 7-10, 2015.
## Welcome Week and Arriving on Campus
We know everything your student needs to know couldn’t be covered in one day, so Welcome Week is designed as a follow up to Orientation. Over the course of the week, your student will have the opportunity to learn more about campus and what life as a UMBC student will be like. Whether your student is coming to UMBC from across the country or right down the road, encourage them to attend events and be open to opportunities and experiences as a new student and throughout their time at UMBC. To learn about Welcome Week, please visit orientation.umbc.edu/welcomeweek.

## Resources for Living on Campus
Students can check their housing assignment through myUMBC, available the first week in August. Please remind your student to get in touch with their new roommate (and memorize their new address). The Office of Residential Life is the best resource for living on campus. Check reslife.umbc.edu for the most up-to-date information on what to bring/not to bring, move-in times, and residential community regulations.

## Resources for Commuters
UMBC is a vibrant campus for residents and commuters alike. Off-Campus Student Services (OCSS) offers programs, academic and social support, and educational opportunities to help off-campus students successfully navigate UMBC. For more information about OCSS and the First Year Commuter Retreat, designed to help commuter students take part in Welcome Week, please visit umbc.edu/ocss.

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### Important Dates
- August 17: Freshman & Transfer Orientation
- August 22-29: Welcome Week
- August 22: Freshman and Transfer Move-In, First Year Commuter Retreat
- August 24: New Student Book Experience Discussions, International Orientation
- August 25: Convocation
- August 26: Classes Begin
TIP: Alternative Spring Break (ASB) trips are student-run, volunteer service trips designed to challenge students and address civic and social concerns such as homelessness, health care, animal welfare, and the environment. If you think this would be a better fit for your student than a trip to Panama City, encourage them to attend an information session in the fall, as applications for ASB are due in November.
**Coping with Homesickness**

According to the American College Health Association’s National College Health Assessment, more than 25 percent of students have felt homesick. Experts offer a few tips to help parents cope with their student’s emotions during what, for many, is the first time away from home.

**Don’t ask if your student is homesick.** Keeping busy with adjusting to new surroundings, making new friends, and managing their time often keeps thoughts of homesickness away. Asking them if they’re homesick often introduces a thought they have not considered.

**Be prepared for emotional phone calls home.** Students will often turn to family first when they experience difficulties. Try not to view this as a problem to be fixed, but as a chance for your student to vent.

**Trust your student.** Your students will face many tough decisions on their own, maybe for the first time. Knowing that you fully trust and support them will help your student be confident in their ability to make the right decision.

**Expect change.** Your student will face many new challenges, and will learn things about themselves that they may want to change or keep the same. Remember that at their core, they are the same person they were when they went away for school.

Source - universityparent.com

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**Important Dates**
- **September 7** Labor Day, No Class
- **September 9** Last Day to Add/Drop a Class without a Grade of “W”

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**TIP:** Alternative Spring Break (ASB) trips are student-run, volunteer service trips designed to challenge students and address civic and social concerns such as homelessness, health care, animal welfare, and the environment. If you think this would be a better fit for your student than a trip to Panama City, encourage them to attend an information session in the fall, as applications for ASB are due in November.
TIP: It depends on the instructor, but most classes have mid-terms in October. Now is an especially good time to check in on your student’s academic progress and success. Ask about favorite study spots on campus, peer study groups they meet with, and favorite professors. Remind them to meet with their advisor, which is required for spring semester registration.
Homecoming

Do you have Retriever Fever? Join your student and make plans to visit campus October 7-10. Homecoming is an exciting event for students, families, and alumni to catch a big wave of UMBC school spirit.

By October your student will start to feel connected to campus and want to share some of their new experiences with you! Students love to show off their new room, friends, organizations, and college life to loved ones. A visit to campus for Homecoming is a great way to show you support your student!

Homecoming highlights in the past have included top-notch comedy shows, a packed soccer stadium, pep-rallies, a 5K Dawg Chase, a community picnic, and lots of activities for families and children. For a complete listing of events check homecoming.umbc.edu.

Important Dates

- October 7-10 Homecoming
- October 14 Fall Career Fair
- October 15 New Student Book Experience Author Visit (An Unquiet Mind, Kay Redfield Jamison)
- October 26 Spring 2016 Schedule of Classes Published Online
TIP: Does your student know about the Baltimore Collegetown Network? The network is a partnership of the area colleges and universities (that’s more than 120,000 college students) and a resource to find things to do, transportation, internships, and what’s hot in Baltimore. Tell your student to check out baltimorecollegetown.org.
### Academic Resources

Now that your student has settled into campus life, they will start to experience the reality of a challenging academic environment. Get to know some of our campus academic resources and suggest that your student make use of them. The Retriever Learning Center (RLC) is UMBC’s best place for lively group study, scholarly discussion, collaboration, and academic coaching. It provides a socially connected space for learning in the Albin O. Kuhn Library.

The Learning Resources Center (LRC) is UMBC’s comprehensive academic support program. The LRC collaborates with faculty, administrators, students, and staff to offer programs that maximize academic success by offering tutoring, success courses, study skill materials, and other resources. The Math Gym features “conditioning coaches” and “personal trainers” who will help students keep their foundational math skills in good working order. Talk with your student to make sure they are acclimating to their workload, in touch with their professors and peers, and utilizing campus academic resources.

### Important Dates

- **November 10**  Last Day to Withdraw from Individual Courses with a Grade of “W”
- **November 26-27**  Thanksgiving Break

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TIP: UMBC allows students the ability to electronically share grades and class schedule information with others. For a student to share this information with you, you must have a Google or Facebook account. This feature allows the sharing of information such as grades with family members, and class schedule with study group members. To learn about profile sharing, please visit wiki.umbc.edu/display/faq/Profile+Sharing.
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**Preparing for the End of the Semester**

Although UMBC students typically excel in high school, they now find themselves in a period of adjustment and transition. They are being challenged in new ways emotionally and academically. December will mark your student’s first final exams, end-of-semester projects, and final presentations, so this time is often met with increased stress and apprehension.

To ensure a positive experience during this time, UMBC is committed to diverse and dedicated resources and events to help students cope with the end-of-the-semester stress and workload. The Learning Resources Center offers walk-in and appointment tutoring, and supplemental instruction for traditionally challenging courses. The Retriever Learning Center is open 24/7 for collaborative study.

Every exam season, The Commons becomes the Stress Free Zone—a way to ease the anxiety of final exam week. With free snacks, music, games, and giveaways, the Stress Free Zone provides an opportunity to blow off a little steam, hang out with friends, and commiserate about final exams, papers, and projects.

**Important Dates**
- December 8 *Last Day of Classes*
- December 9 *Study Day*
- December 10-16 *Final Exams*
- December 17 *Residence Halls Close*
- December 18 *Winter Commencement*
**TIP:** Winter break is a chance for your student to rest, think about their first semester at UMBC, and get excited for 2016! What opportunities would they like to explore during second semester that perhaps they didn’t know about or find time for during the first? Have they attended a UMBC Athletics event? Would they like to try a club sport? Join a service or social action group? There is a group or club at UMBC for nearly every interest or passion, and joining a student organization will deepen your student’s connection with campus. Visit [osl.umbc.edu/orgs](http://osl.umbc.edu/orgs) for a growing list of student organizations.
Planning for Next Year: Housing, Scholarships, and Financial Aid

Although your student may not be on campus until the end of January, now is a good time to start thinking about next year. There are a couple important dates in the next few weeks that you don’t want to miss!

- The 2016-2017 Free Application for Federal Student Aid (FAFSA) is available January 1st. Apply Online by Valentine’s to meet UMBC priority deadline of February 14th. Aid package notifications will be sent electronically beginning in March. [fasa.ed.gov](http://fasa.ed.gov)
- Scholarship Retriever is an online database to help students identify additional scholarship opportunities. These scholarships are sponsored by UMBC departments and organizations as well as sources outside the university. Retriever is updated regularly so search often! [umbc.edu/financialaid/scholarship_retriever.html](http://umbc.edu/financialaid/scholarship_retriever.html)
- Current students who want to live on-campus during the 2016-2017 academic year should get ready to apply for housing. Check out [umbc.edu/reslife/housing](http://umbc.edu/reslife/housing) for housing selection, rates and important deadlines.

Important Dates
- January 1 FAFSA is Available
- January 4 Winter Session Classes Begin
- January 18 Martin Luther King Day, Campus Closed
- January 22 Last Day of Winter Session
- January 24 Residence Halls Open
- January 24-30 Winter Welcome Week
- January 25 Spring Classes Begin
TIP: UMBC is committed to building a student body with a global outlook and the cross-cultural skills necessary to excel in today’s world. If your student is interested in Study Abroad they should attend a Study Abroad 101 session held every Monday and Thursday during free hour (noon-1 p.m.). Check studyabroad.umbc.edu for information.
Financial Smarts 101

Not only is college a good time for your student to create a budget, it’s also a great time to become financially fit. That’s why UMBC offers a great new information source online at financialsmarts.umbc.edu. There, your student will find information on how to manage their money, and hone their financial and debt management skills.

Here’s the short list of behaviors that you can encourage in your student for financial literacy:

Track money flow.

Save first for an emergency fund.

Pay off student loans on time and avoid new ones if possible.

Build and maintain a positive credit history.

Financial Smarts @ UMBC provides students with the tools necessary to make informed and effective decisions about their finances. Visit financialsmarts.umbc.edu to discover timely and relevant resources to prepare and manage budgets, bank accounts, assets and debt.

Important Dates

- **February 5** Last Day to Add/Drop a Course Without a Grade of “W”
- **February 14** UMBC’s Priority Deadline for 2016-2017 FAFSA
- **February 15** Presidents Day (Class in Session)
TIP: The summer months provide countless opportunities for UMBC students. Taking summer courses is a great way for your student to get ahead, boost their GPA, or focus on a difficult course. Learn more at umbc.edu/summer. Students can also get an edge through summer research and internship opportunities.
### Keeping on Track

UMBC seeks to support students in their studies and campus lives by encouraging success and retention through a variety of initiatives. Besides staying up-to-date on their academic requirements through regular communication with their advisor, UMBC suggests your student participate in the Faculty Mentor Program. This program is based on research that students who have contact with faculty outside of the classroom are more likely to graduate and generally are more satisfied with college. The Freshman Year Intervention Program connects students that are identified as struggling with the appropriate campus and academic support programs.

UMBC Extra Credit ([my.umbc.edu/groups/credit](my.umbc.edu/groups/credit)) provides tips, checklists, ideas, and links to information that will keep students on track for graduation. Extra Credit communications encourage students to take full advantage of all that UMBC has to offer and be ready to move into a meaningful career after graduation. This is probably what you want, too!

### Important Dates

- **March 12-20** Spring Break

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TIP: After all the hard work and studying, your student will be ready to unwind at Quadmania! This weekend-long event is a time-honored tradition where students cut loose on campus to celebrate the semester. Quadmania is one of the many events where your student will be forming lifelong bonds with their fellow Retrievers.
**Spring Events at UMBC**

April brings warmer weather and big excitement to UMBC! Held annually on campus, **Career Month** offers an opportunity for current students to explore their professional options and get connected with employers through presentations, workshops, and one-on-one mentoring. In today’s economic climate it is important for students of all class rankings (even your new student) to understand graduation preparedness through internships, professional connections, and career development training.

The Career Center offers parents tips on how to effectively support your student through career development timelines, campus career-related support services, and resources available to job searching students. For more information, please visit [careers.umbc.edu](http://careers.umbc.edu).

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**Important Dates**

- April 1-30 Career Month
- April 8 Last Day to Drop a Class w/ a Grade of “W”
- April 13 Spring Career Fair
- April 22-24 Quadmania

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**P align="left"TIP:** After all the hard work and studying, your student will be ready to unwind at Quadmania! This weekend-long event is a time-honored tradition where students cut loose on campus to celebrate the semester. Quadmania is one of the many events where your student will be forming lifelong bonds with their fellow Retrievers.

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**April 2016**

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TIP: Get Outside! Although May is full of exams, final projects, and other events, there is no better way to relieve stress than a deep breath of FRESH AIR! Remind your student that UMBC is adjacent to Patapsco State Park walking and bike trails. The waters of Baltimore’s Inner Harbor or the cherry blossoms of the D.C. Mall are only a short ride away.
**Our UMBC**

Graduation may seem like a lifetime away to a first-year student. But it’s not! Your student is already preparing for graduation and (what comes after) through their course work, research, internships, and professional relationships. Graduation will be here before you know it, so you’d better start practicing this song:

*Hail alma mater! Our UMBC,*

*Boldly bearing your colors, the whole world to see,*

*Striving together in true unity,*

*Black, gold forever we’re reminded of thee,*

*Proudly we hail to thee, Our UMBC!*

Throughout the ages, OUR UMBC,

*Songs and memories still echo with true clarity,*

*Knowledge and wisdom and truth we found here,*

*Friendships we treasure that will last through the years,*

*Proudly we hail to thee, Our UMBC!*

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**Important Dates**

- **May 10** Last Day of Spring Classes
- **May 11** Study Day
- **May 12-18** Final Exams
- **May 19** Spring Commencement
- **May 19** Residence Halls Close

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Welcome to the UMBC Family: A Resource Guide from A to Z

A

Academic Advising
The Office for Academic and Pre-Professional Advising provides assistance in a wide variety of topics pertaining to academic life—such as course registration, choosing a major and identifying academic resources. Students will work with an advisor in this office or their major department beginning with course selection during Orientation and throughout each semester to monitor academic and degree progress. For more information about Advising services, please visit advising.umbc.edu.

Academic Integrity
Integrity lies at the heart of the academic endeavor. The Undergraduate Student Academic Conduct Policy defines and strives to ensure academic integrity at UMBC. The underlying philosophy of this Policy is that members of the university community view academic integrity as a serious institutional value and that academic misconduct incidents should be resolved by faculty members and students in a cooperative manner. All members of the UMBC community, including your student, are expected to make a commitment to academic honesty in their own actions and with others.

For the complete Undergraduate Student Academic Conduct Policy, please visit umbc.edu/policies/pdfs/iii-1.10.03.pdf.

For more information on the topic of Academic Integrity, please visit umbc.edu/undergrad_ed/ai.

Accessing Grades
UMBC allows students the ability to electronically share grades and class schedule information with others. For a student to share this information, you must have a Google or Facebook account. This feature will allow the sharing of information such as grades with family members, and class schedule with study group members. To learn about profile sharing, please visit wiki.umbc.edu/display/faq/Profile+Sharing.

Athletics
The Retrievers have 19 varsity sports programs that compete in the NCAA Division I and are members of the America East Conference. In 2014, the men’s soccer program won its third consecutive league title, and then defeated four nationally-ranked programs on the road, including No. 4 Maryland, to advance to the NCAA College Cup (final four). Sixty percent of UMBC’s student-athletes earn America East honor roll accolades with a minimum 3.0 grade-point average. To find schedules and all other information about Retriever athletics, please visit umbcretrievers.com.

B

Bookstore
Located in The Commons, the UMBC Bookstore is the official source of course materials for UMBC classes. Textbooks are available for rent and for purchase in digital, used, and new conditions. In addition to course materials, UMBC Bookstore carries study aids, reference materials, school, office, and art supplies, lab equipment, and UMBC apparel and gift items. True Bits Tech Ctr located on the first floor of the Bookstore is a full service Apple Authorized Campus Store with a full line of educationally discounted computers, tablets, and software. The Bookstore has partnered with DSR Technology Specialists for all your computer repair needs, which offers convenient, fast turnaround for both warranty and out of warranty computer repairs. The Bookstore also operates a convenience store, The Yum Shoppe, located on the ground floor of the Commons. To learn more and shop online, please visit bookstore.umbc.edu.

Campus Card
The Campus Card allows access to various services on campus such as the library, health services and the RAC, permitted residential buildings, participation in meal plans, and also serves to establish UMBC identity. In addition, the card can be used in debit application, through Retriever Dollars, a quick and easy way to pay for goods and services on campus without carrying cash. The Campus Card Center is also home to University Postal Services, which provides a full range of postal service offerings. The Campus Card Center is located in the University Center, on the first floor. For more information about getting a card and specific uses, please visit campuscard.umbc.edu.

Career Center
The Career Center offers valuable programs and resources to all students who are exploring potential career paths and preparing for their internship, job and/or graduate school search. Students can attend career focused workshops, meet one-on-one with career specialists, and participate in programs that connect them with employers and alumni. To learn more how the Career Center helps students explore career options and prepare for a career, please visit careers.umbc.edu.
Club Sports
Club Sports, which features 26 teams, are an exciting option for students who want to learn a new sport or continue to test themselves in a competitive environment. Participation in the UMBC Club Sports program is open to all UMBC students. Members will not only get to engage other students, but also interact with experienced staff and coaches in settings far removed from the classroom. The objective of the Club Sports program is the development of successful and quality teams, which focus on enhancing the college experience through teamwork, leadership, sportsmanship, and diversity, while supporting a healthy lifestyle. For more information, please visit umbc.edu/sportclubs.

Counseling Center
The UMBC Counseling Center is located in the Student Development and Success Center. The center provides free and confidential short-term individual and group counseling for personal, emotional, relationship, substance abuse and vocational concerns. Psychiatric services are available for students engaged in counseling at the Center. Referral assistance is provided for students who require services beyond those available at the Center. If your student is currently receiving mental health services and will need assistance arranging for ongoing mental health care, contact the Counseling Center prior to the start of school. In addition, the Center offers workshops on a variety topics including: healthy relationships, how to help a friend you are concerned about, stress management, time management, procrastination, test anxiety, motivation, and preparing for finals.

Counseling Center staff recognize the impact of emotions and stress on academic performance and college adjustment. We can work with families to support your student’s success. We also offer a mobile app for families that provides tips and resources to better support your student. For more information and online resources, please visit counseling.umbc.edu.

Degree Audit
Detailed information about requirements associated with a student’s degree programs, degree progress and graduation requirements are available at all times through UMBC’s online Degree Audit. The “What If” degree audit allows students to see how completed and planned coursework would fit into alternate majors and degree plans. To learn more about the degree audit, please visit registrar.umbc.edu/services/degree-audit.

Dining Services
Dining Services at UMBC are provided by Chartwells with meal plans administered by the Campus Card Center. A wide variety of healthy options are offered at True Grit’s and various retail venues located across campus. Various meal plans are available to satisfy individual student needs and preferences. Resident Hall students are required to select a mandatory meal plan; apartment and commuting students have additional voluntary plans available for selection. For more information about meal plan options and campus dining locations, please visit dineoncampus.com/umbc.

Extra Credit
Extra Credit is a campus wide communication to turn students on to all of the possible ways to enhance their academic experience, prepare for graduation, and stand out in their chosen profession or field of study. There are a lot of opportunities to enrich the college experience and Extra Credit is a resource for students to look beyond the classroom to internships, study abroad, and more. Students can join the Extra Credit Group at my.umbc.edu/groups/credit.

Family Connection Program
UMBC Family Connection is a resource for families to stay connected with their student and the UMBC campus community. The Family Connection Program sends a regular electronic newsletter that is packed with valuable information such as important dates, volunteer opportunities, invitations and special announcements. It also provides information about the family’s role in the student’s transition to college life through suggested readings and helpful tips. To sign up for the newsletter or learn more about the UMBC Family Connection Program please visit my.umbc.edu/groups/parents. Any questions or concerns can be directed to families@umbc.edu or call 410-455-2393.

FERPA (Family Educational Rights and Privacy Act)
The Family Educational Rights and Privacy Act (FERPA) of 1974 is a law passed by Congress that ensures and protects the privacy of students’ post-secondary educational records. It defines what information can be disclosed without a student’s permission and what information requires a student’s written consent before it can be released. All students, regardless of age, who enroll in a U.S. college or university, are covered by the rights and protection of FERPA. For information about what is and is not covered by FERPA and how to release student records, please visit registrar.umbc.edu/services/records/privacy-and-the-release-of-education-records.

Financial Aid and Scholarships
The Office of Financial Aid and Scholarships offers a variety of both need-based and merit-based awards to assist students with their educational expenses. Our financial aid counselors are available on an appointment basis to meet with students to explore the variety of options that best meet the student’s needs. For more information, and important forms and deadlines, please visit umbc.edu/financialaid.

First-Year Experiences
First-Year Experience courses are seminar-style classes taught in an active-learning environment in which students connect with each other as they investigate thought provoking topics. They are guided through this process by faculty, staff, and peer facilitators who have a special interest in the success of first-year students. These opportunities are open to all students in their first year at UMBC, which includes new transfer students, as they help to facilitate an understanding of UMBC’s academic expectations while supporting students in developing a connection to the University. The goal is to prepare students for an undergraduate experience characterized by academic, personal, and professional success. For more information about the breadth of these opportunities, please visit umbc.edu/oue.

Giving
UMBC is fortunate to receive generous support from parents like you. We invest donations to The Parents Fund into areas that serve the academic and professional development needs of our students such as the Albin O. Kuhn Library, Student Support Services, The Shriver Center and the Learning Resources Center. Many parents also contribute to the department of their student’s major, athletics, and specific scholars programs. To make your gift or learn more about other giving opportunities, please visit giving.umbc.edu.

You can also support a variety of student organizations, athletic teams, and special projects by visiting the university’s crowdfunding site at: umbc.givecorps.com.

Degree Audit
Detailed information about requirements associated with a student’s degree programs, degree progress and graduation requirements are available at all times through UMBC’s online Degree Audit. The “What If” degree audit allows students to see how completed and planned coursework would fit into alternate majors and degree plans. To learn more about the degree audit, please visit registrar.umbc.edu/services/degree-audit.
Health Services
University Health Services provides convenient primary and urgent health care and health education to UMBC students. Professional staff members include board-certified physicians, certified nurse practitioners, and health educators. University Health Services charges for its services. The office is a participating provider with most major health insurance providers. Please be sure to check with your insurance company about coverage for your student away from home. For more information about services, required immunizations, and the health/immunization form (which must be signed by a healthcare provider in order for students to be eligible to register for classes), please visit umbc.edu/uhc.

Information Technology
The Division of Information Technology (DoIT) provides a variety of services to the UMBC community, including computer labs for instructional and public access; audio/video, multi-media, and a foreign language resource center; instructional support for the Blackboard course management system; network services for wireless computing; central email and web services to the campus; centralized help desk support and administrative self-service applications such as registration, grades and billing through our myUMBC portal. For more information on DoIT and student computing requirements, please visit doit.umbc.edu.

Immunizations
See Health Services

Learning Resources Center
The Learning Resources Center (LRC) is UMBC’s year-round, comprehensive academic support department. Our mission is to provide services that act as a catalyst for UMBC undergraduates to reach their academic goals and become independent, lifelong learners. LRC services reflect the expectations of a research-focused Honors University and support student achievement. These services include: Placement Testing, walk-in tutoring centers, small group tutoring, success classes, Supplemental Instruction (SI), and an Early Academic Alert (EAP/FYI) program. For more information about services offered through the LRC, please visit umbc.edu/lrc.

Living Learning Communities
Living Learning Communities (LLCs) provide an opportunity to personalize a student’s first year at UMBC. These residential programs allow students to connect informally with faculty, staff, and students who share common interests or a field of study. These connections may be expanded through academic and co-curricular experiences that are shared by all of the participants in the community. To find out more about the types of LLCs found at UMBC and how to apply to live in a LLC, please visit umbc.edu/reslife/communities/lc.

Mind Spa
The Mind Spa is a resource with tools to help students relax, improve concentration and memory, and overall success as a student. The Mind Spa is located in the Counseling Center and is open Monday-Friday, 8:30 a.m. - 5 p.m. This is an important campus resource as it is a space equipped for practice of mindfulness, meditation, relaxation, and overall self-care. Practice of mindfulness and meditation have important physical and mental health benefits such as increased concentration, awareness, and regulation of emotions. Studies show that these practices have positive short and long-term effects on the brain. To visit, you can call the Counseling Center (410-455-2472) to reserve a resource or just walk-in.

myUMBC
myUMBC is an electronic gateway to information, services, records, and online campus. Students and members of the campus community, including parents, use myUMBC to find out what is happening on campus, degree audits, the hours of the library or the RAC, and so much more. You can participate in lively discussions, join myUMBC “groups” of interest to you, and check class schedule any time of day or night. See “Accessing Grades” for more information about viewing your student’s academic records. To learn more, please visit my.umbc.edu.

New Student Book Experience
The UMBC New Student Book Experience provides all students new to UMBC with the opportunity to share in a common reading experience that culminates in small group discussions held during Welcome Week. These dynamic conversations are facilitated by UMBC faculty and staff representing a range of academic interests and disciplines from cultural anthropology, philosophy of science and economics, to biomechanics, neuroscience, and mass-media theory. This year’s book, An Unquiet Mind, by Kay Jamison, is available at the UMBC Bookstore. For more information about the book, discussions, and a visit from the author, please visit umbc.edu/undergrad_ed/book.

Off-Campus Student Services
Students living off campus receive special attention through the Office of Off-Campus Student Services (OCSS). Students can stop by the OCSS resource center for assistance with off-campus housing services, transportation schedules and parking information, educational and social programs or to meet other commuting students. First year off-campus students will immediately connect at the First Year Commuter Retreat sponsored by OCSS. To learn more about OCSS and how they support commuter students throughout the year, please visit umbc.edu/ocss.

Parking Services
Parking Services manages all the parking needs and enforces the parking rules and regulations for the UMBC campus community and guests. To obtain a parking permit, review UMBC parking rules and regulations, and to pay parking violations, please visit my.umbc.edu/go/parking.

Police
The UMBC Police Department provides police services 24 hours a day, seven days a week throughout the calendar year. Personnel include the chief of police, deputy chief of police and 24 sworn police officer positions. UMBC police officers are certified by the Maryland Police Training Commissions and are vested with full police/arrest powers. Other staff positions include administrative civilian staff, security officers, police communications operators, and student marshals. To learn more about the department, and view crime reports and statistics, please visit police.umbc.edu.

Postal Counter (Mailing and Shipping)
See Campus Card Center

Recreation and Fitness
The UMBC Recreation Program promotes participation in varied opportunities which foster healthy, active lifestyles through involvement in and/or use of recreational facilities, programs, and services. Our comprehensive program offerings include fitness & wellness, aquatics, intramural sports, open recreation, and club sports. UMBC Recreation provides students with seven-day-a-week access to indoor and outdoor facilities for open recreation. The facilities include the 120,000 sq. ft. Retriever Activities Center (RAC), with three indoor multipurpose courts, a weight room, cardio-balcony and fitness studio. The Aquatic Center (indoor 25 yard pool and an Olympic sized 50 meter outdoor pool) and indoor track (1/10 mile) are also located in the RAC. Six lighted tennis courts are adjacent to the RAC for usage by all. Recreation sponsors numerous intramural events throughout the year as well. Teams or individuals may sign up to compete in such events as soccer, flag football, full court basketball, 5K runs and many more. For additional information about schedules, programs, and events please visit umbc.edu/recsports.

Office of the Registrar
The Office of the Registrar provides the UMBC community with high quality services related to academic programs, registration, records, and graduation. The registrar maintains student records, the undergraduate course catalog and is the final clearinghouse for graduation. For more information about campus and student records please visit registrar.umbc.edu.
Office of Residential Life
Residential Life provides on-campus housing for students. Living on campus provides easy access to friends, food, faculty, study groups, campus events, and the library. Activities and opportunities within the residential community include involvement in Community Councils, Resident Student Association (RSA), participation in social and educational programs, movies and trips, and opportunities to get to know and interact with UMBC faculty. Residential Community Desks are open 24 hours, 7 days a week, during fall and spring semesters in all communities. For more information about living on campus, please visit umbc.edu/reslife.

Scholarships
See Financial Aid and Scholarships

The Shriver Center
The Shriver Center connects students to applied learning opportunities enriching their education with meaningful experiences in public sector agencies, schools and nonprofit, community-based organizations to cultivate their social responsibility and civic literacy. For more information about Shriver Center initiatives and how to get involved, please visit shrivercenter.umbc.edu.

Office of the Vice President for Student Affairs
This office provides leadership and direction for the Division of Student Affairs. The Division of Student Affairs facilitates learning and prepares students for success by providing and co-creating programs, services, systems, facilities and safe environments that foster learning and personal development. This office provides leadership for quality of campus life for students through administrative coordination of Residential Life, Student Life, The Mosaic: Culture and Diversity Center, University Health Services, the Career Services Center, The Counseling Center, Off Campus Student Services, The Commons, Transportation Services, Dining Services, Athletics and Student Judicial Programs. Students who are unable to find the answers to questions, need to be pointed in the right direction, are having trouble maneuvering through the University, or wish to become involved in student life or leadership opportunities, can call, write, or stop by the Office of the Vice President for Student Affairs, or visit veterans.umbc.edu.

Student Business Services
Student Business Services bills students for tuition and fees and other university-related charges, issues student refunds, administers the Monthly Payment Plan, monitors the Perkins Loan program, processes pre-paid tuition trust payments, and manages agency payments. To learn more about how students receive bills, how to pay bills, monthly payment plans, and more, please visit sbs.umbc.edu.

Student Life Office
The Student Life office is UMBC’s central resource for students hoping to get involved and try something new. Educational opportunities for UMBC undergraduates extend well beyond the classroom to encompass a wide variety of experiences. To learn more about how UMBC is committed to students receiving a holistic college experience, please visit umbc.edu/studentlife.

Student Organizations and Greek Life
Students have created more than 250 clubs and organizations to pursue interests encompassing service and social action, the arts, academics, cultural issues and celebrations, religion and spirituality, career preparation, fraternities and sororities, and much more. For a complete listing of student organizations and clubs, please visit osl.umbc.edu.

Student Support Services
Student Support Services (SSS) is designed for students with documented disabilities who are low-income, or are first generation college students from all racial and ethnic backgrounds who have a need for academic and other support services in order to successfully complete their college education. To learn more about these resources, please visit sss.umbc.edu.

Transfer Student Services
UMBC recognizes the challenges transfer students have in transitioning into a new institution, but also celebrate the unique experiences transfer students bring to the academic community. To help ease the transition UMBC has developed a web presence as a guide to the resources and programs available to transfer students at UMBC. To learn more about successful transitions for transfer students, please visit transfer.umbc.edu.

Veterans
UMBC welcomes all veterans, active duty military, and dependents. We are committed to providing the best possible educational experience and service to assist you in achieving your academic and personal goals. To learn more about on campus veteran services, please visit veterans.umbc.edu.

Academic Terms

Academic Honors
Students enrolled in at least 12 academic credits for a given semester receive acknowledgement of their outstanding academic performance with an honors notation on their UMBC transcript as follows:

- Semester Academic Honors - for a semester grade point average (GPA) of 3.50 or higher
- Dean’s List - for a semester GPA of 3.75 or higher
- President’s List - for a semester GPA of 4.00

Calculation of grade point averages is explained below under “Grade Point Average”.

Advance Registration
Continuing UMBC students may advance register during a semester for the next semester’s courses. Advance registration eligibility dates (earliest date you may begin registration activity) are assigned based on the number of credits earned and are provided to students via myUMBC.

Audit
Students may register in a course as an auditor if they wish to show they have attended a course but do not seek academic credit. The notation “AU” is listed on their transcript.

Certificate
Students may choose to complete sets of courses in a specific skill area in order to earn a certificate. Like minors, certificates are optional.
Class Status
Undergraduate students are classified based on total credits earned toward graduation, including credits earned at UMBC plus transfer credits awarded by UMBC. Any credits earned through Advanced Placement or similar tests are also included in the total. The classifications are: Freshmen, 0-29 credits completed; Sophomores, 30-59 credits completed; Juniors, 60-89 credits completed; Seniors, 90 or more credits completed.

Closed Course
All course sections have an enrollment limit specified by the department sponsoring the course. When the enrollment in a section reaches the established limit, the course is considered “closed.”

Credit Hour
This is the unit used to measure course credits. Courses generally meet one hour per week for each credit hour.

Cross-listed Courses
A single course may be listed under more than one department, such as a course that is listed as both an English course (ENGL) and a Modern Languages and Linguistics course (MLL). A cross-listed course may be considered as any one of its assigned disciplines, regardless under which departmental designation the course is taken.

Degree Audit
An online report available to each student through his/her myUMBC account which displays progress toward general education, major, and other degree requirements.

Discussion
Many courses meet for a one-hour mandatory discussion class in addition to the three hours per week of lecture. Generally, the discussion hour is with a smaller group of students, which allows the students to ask questions, as well as apply information learned in the lecture.

Electives
Electives are courses the student chooses to take that do not fulfill a major or general education requirement. They do count toward the 120 credits needed to graduate and can provide an opportunity for a student to pursue an interest or skill outside their basic program.

Excess Credit
Students who wish to take more than 19.5 credits during the fall or spring semester must submit a Request to Enroll in Excess Credits, signed by the major advisor, to the Office for Academic and Pre-professional Advising. Credit limits also apply during the winter session (4.5 credits) and summer session (16 credits, with no more than 8 credits in each of the two summer sessions). Only strong students with good reasons are approved for extraordinary course loads.

First Year Intervention Program (FYI)
FYI is designed to identify freshmen who are struggling with their courses, to alert them before the final drop date, and to direct them to resources which will help them succeed.

Full Time/Part Time
Full-time status for undergraduates is defined as enrollment in 12 or more credits. Part-time status is fewer than 12 credits. Courses for “institutional” credit such as Physical Education or developmental courses do count toward full-time status.

General Education Requirements (GEP)
These are requirements that ensure breadth across a variety of disciplines and college-level competency in key areas such as mathematics and writing. Our current requirements at UMBC are referred to as the “General Education Program” or GEP.

Good Academic Standing
All undergraduates with a cumulative GPA of 2.0 or greater are considered to be in good academic standing and are eligible to return for subsequent semesters.

Grade Point Average (GPA)
UMBC calculates GPA by assigning numerical values, called “quality points,” to letter grades (A=4 quality points; B=3 quality points; C=2 quality points; D=1 quality point; F=0 quality points). The semester GPA is determined by multiplying the credit value of each course by the quality points for each course and then summing the quality points for the semester. The final step is to divide total quality points by total credit hours attempted. The same method is used to compute cumulative GPA.

Incomplete Grade
At the discretion of the course instructor, a grade of I (Incomplete) may be issued under exceptional circumstances for work that is qualitatively satisfactory, but for reasons beyond the student’s control, cannot be completed on time. All work must be completed by the date specified by the instructor; if not, the grade will be changed to F. If the student is completing the coursework while simultaneously enrolled in a subsequent semester, it is important that the student NOT register again for the course; the work is to be completed independently under the guidance of the original course instructor.

Major
A major is a defined sequence of courses in a specialized academic area. Choice of a major should reflect both career goals and personal interests. Students are strongly encouraged to declare their majors by the time they reach 45 credits. For some majors with extensive requirements (engineering and visual arts, for example), delay in choice of major may delay graduation from UMBC. To declare or change a major, a student completes a declaration of major form, which may be accessed from the website of the Office of the Registrar.

Mandatory Advising
All UMBC students are required to meet with an advisor before they can register for the upcoming semester and are encouraged to meet with their advisor regularly.

Minor
A minor is a secondary area of study that is recognized on the transcript in addition to a major and involves fewer credit hours than a major.

Pass/Fail Grading
Students may choose this grading option after they have earned 30 or more credits at UMBC and are in good academic standing. One course per semester for a maximum of 12 credits toward graduation may be taken pass/fail. A grade of "P" is not included in the GPA, however, a grade of "F" is included in the GPA calculation. Pass/fail courses may not be used in fulfillment of major, minor, certificate or general education requirements.

Permission Required (PermReq)
Courses designated as “Permission Required” in the schedule of classes require the instructor to grant permission for the student to register for the course. Students allowed to enroll in these courses will be given electronic permission to enroll in the course and will receive an alert message in their myUMBC account.

Prerequisite (Prereq)
Course requirement that needs to be completed successfully before enrolling in another course.

Registration Hold
A hold prohibits a student from registering. Each semester a student has an advising hold on his registration that is removed when he meets with his advisor. A student also has a hold placed on his registration if he has not provided documentation of required immunizations or has a financial obligation to UMBC.

Repeat Policy
Students may attempt a course two times. The highest grade will be used in calculating the cumulative GPA. A third attempt requires special permission through a petition process.

Schedule of Classes
The schedule of classes contains all information needed to register for a class, including time, date, location, instructor, and any enrollment restrictions. Through its online function, students are able to search the real-time online listing of course sections offered each term. Students can click on course sections to add them to their enrollment shopping cart. When the student completes the registration process, courses move from the shopping cart to the student’s schedule.

Teaching Assistant (TA)
A teaching assistant is usually a graduate student who helps the professor conduct discussion and laboratory sessions as well as with grading. The TA usually has office hours during the week when they are available to assist students. UMBC also has some opportunities for undergraduate students to serve as TAs.

Upper-Level Courses
Courses numbered at the 300 and 400 level are upper-level courses. Students must have at least 45 credits of upper-level courses in order to graduate. It is particularly important for transfer students from two-year institutions to monitor their upper level credits closely.

Waitlist
When a class becomes fully enrolled and therefore closed, for most courses students may add their names to a waitlist through the myUMBC registration system. If a seat becomes available in the class, a student will be automatically enrolled based on their position on the waitlist.

"What if" Degree Audit
A student may produce a report displaying how their completed and planned courses would fit the requirements of an alternate major or minor.

Withdraw “W”
Any class dropped after the second week of the semester is recorded on the student’s transcript with a grade of “W” for withdrawn. A grade of “W” has no impact on the GPA. Withdrawing from all classes is called “semester withdrawal” and is possible up through the last day of classes. For more information regarding the withdraw dates and withdrawal policies and procedures, please visit registrar.umbc.edu.