Welcome to the Spring 2018 semester!

We hope you had some time to enjoy the holidays and relax over the winter break. We’re starting our spring semester with a few changes in the student services area of the Fine Arts Dean’s Suite. Elizabeth Nunley will be the primary advising contact for Music and Dance majors. Monica Roca will be the primary contact for Art, Drama, and Musical Theatre majors. You will still see your Faculty Advisor for semester advising. Ms. Roca and I will help you with any questions or assistance you need with enrollment, degree progress, and college/university policies. And, you must see us the semester before you plan to graduate for your official graduation check! We are also your “go to’s” for any other questions you might have about OU.

We will have walk-in hours (9am - 12pm and 2:00-4:00pm) during the first week of classes. Feel free to stop by and meet Monica or let us know if you need assistance with something. The second week of class, our regular walk-in hours will resume (M,T, Th, F 9:00-10:30 am & 1:30-2:30 pm). You can schedule an appointment anytime at iadvise.ou.edu. Our offices are in the Fine Arts Dean’s Suite, Fred Jones Center 122. We look forward to a great spring 2018!

Follow us on Twitter!
@OUFA_Advising
A great way to stay informed about upcoming dates and deadlines!

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**Upcoming Dates & Deadlines**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2018 Classes Begin</td>
<td>Jan 16</td>
</tr>
<tr>
<td>100% Reduction of Charges and No Record of Grade on Dropped Courses</td>
<td>Jan 16 - 29</td>
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<tr>
<td>No Reduction of Charges on Dropped Courses After</td>
<td>Jan 29</td>
</tr>
<tr>
<td>Automatic grade of “W” for Dropped Course(s) for Undergrads</td>
<td>Jan 30 - March 30</td>
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<tr>
<td>Campus Recognition Awards Application Due</td>
<td>Feb 1</td>
</tr>
</tbody>
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ADDING A CLASS

1st Week of Class (January 16-19): Students may add a class online through their ONE account.

2nd Week of Class (January 22-26): A new instructor permission is required to enroll in a class - even if the class did not originally require instructor permission. Additional permissions may be needed. To enroll, students must enter the 5 digit CRN number.

3rd Week and later (January 29 and later): Students must complete a Petition to Add After the Deadline and an Add Form. Both forms must be signed by the instructor of the course. The petition is available on the Fine Arts website, click here. Add forms are available in each school’s main office or the Fine Arts Dean’s Office (Fred Jones Center 122). Both forms must be returned to the Fine Arts Dean’s Office for approval.

DROPPING A CLASS

January 16 - 29: Students may drop courses without charges or grading penalties. You may drop courses through your ONE account during this time period.

January 30 - March 30: Students may drop courses with an automatic grade of “W”. Students may no longer drop classes online. Go to the Enrollment Services Office (Buchanan Hall 230) to complete a drop slip. No permissions or signatures are required, except for students in University College, which requires students to obtain the University College Dean’s approval to drop a class after the second week.

April 2 - May 4: Instructors must assign a grade of “W” or “F” and sign a drop slip. Students are also required to complete a University Petition to Drop after the Deadline, available here. Both forms are to be returned to the Fine Arts Dean’s office for approval.

**Students are limited to 5 drops (Ws) during their academic career at OU. Complete withdrawals at OU, drops from other institutions, and Ws from semesters prior to Fall 2011 do not count in the 5-drop limit. Click here for details.

Questions? Enrollment Issues?

Stop by the Fine Arts Dean’s Office!

Elizabeth Nunley
elizabeth.nunley@ou.edu
Dance, Music

Fred Jones Center 122

Monica Lucia Roca
mroca@ou.edu
Art, Drama, MTHR
Changing Variable Credit Course Hours

1. Click on “My Schedule and Options” to change the number of hours that you are enrolled in.

2. Click on the credit hours and it will give you the credit hour range for the course in question.

3. Change the credit hours to what you are wanting within the credit hour range. Then submit your change.

Credit hour change will be reflected here.

Click on Submit.
Due February 1st!
CAMPUS RECOGNITION AWARDS

HOW TO APPLY

1. To be considered for an individual campus award you must login to the Centralized Academic Scholarship Hub (CASH) by visiting scholarships.ou.edu.

2. Once you have logged into CASH using your 4+4 you will be prompted to complete a General Application. On this General Application, there is a section that requests that you “please check the boxes below if any of the following statements apply to you.” Toward the bottom of the list, you must select the box that says I am interested in applying for Campus Recognition and Awards.

* Please check the boxes below if any of the following statements apply to you.

☐ I am interested in applying for Campus Recognition and Awards such as Outstanding Sophomore or Outstanding Student Father (please note: these are not scholarships).

3. Selecting this box will allow you to continue on to the Campus Awards and Sooner Parents Conditional Application. This step of the application process is required.

4. Once you have completed and submitted this Conditional Application and have checked the awards for which you would like to be considered, you will need to click on “Recommended Opportunities” under the “Opportunities” tab on the top navigation bar.

5. Submitting the General Application, the Campus Awards and Sooner Parents Conditional Application, and the desired campus award that will be listed under your Recommended Opportunities tab are all necessary to be eligible. If you have any other questions about the application process please email scholarships@ou.edu.
### January 2018

#### Day 14
**Martin Luther King, Jr. Day**

#### Day 16
**First day of spring classes**
- **VISUAL ARTS**
  - ARTIsans Lecture
  - 5pm, Fred Jones Art Center 205
- **DANCE**
  - Young Choreographers’ Showcase
  - 3pm, Reynolds Performing Arts Center
- **MUSIC**
  - 5pm, Sharp Concert Hall
  - Irv Wagner, trombone
  - Sutton Artists Series
  - Stephanie Leon Shames, piano

#### Day 21
**VISUAL ARTS**
- Head-Space Opening Reception
  - 5pm, Lightwell Gallery
- **MUSIC**
  - Sutton Artists Series
  - Irv Wagner, trombone
  - 5pm, Sharp Concert Hall

#### Day 23
**DANCE**
- Young Choreographers’ Showcase
  - 8pm, Reynolds Performing Arts Center

#### Day 24
**DANCE**
- Young Choreographers’ Showcase
  - 8pm, Reynolds Performing Arts Center

#### Day 25
**MUSIC**
- Sutton Artist Series
  - Jonathan Nichol, saxophone
  - 2pm, Pitman Recital Hall
- **DANCE**
  - Young Choreographers’ Showcase
  - 8pm, Reynolds Performing Arts Center

#### Important Information
- Purchase your University Theatre tickets online or check for up-to-date information as event dates, times, and locations can change: [theatre.ou.edu](http://theatre.ou.edu)
- For a complete list of faculty, student, and chamber recitals see “Performances & Events Calendar” at [music.ou.edu](http://music.ou.edu)
- For more information on Fred Jones Jr. Museum of Art events please visit [ou.edu/fjjma](http://ou.edu/fjjma)

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### Student Resources

- **Admissions, Records, & Registration:** 325-2252  [ADMISSIONS.OU.EDU](http://ADMISSIONS.OU.EDU)
- **Assessment Center:** 325-4336  [HTTP://WWW.OU.EDU/UNIVCOLL/ADVISING_AND_ENROLLMENT/PLACEMENT_TESTS.HTML](http://HTTP://WWW.OU.EDU/UNIVCOLL/ADVISING_AND_ENROLLMENT/PLACEMENT_TESTS.HTML)
- **Bursar Office:** 325-3123  [HTTP://BURSAR.OU.EDU](http://HTTP://BURSAR.OU.EDU)
- **Career Services:** 325-1974  [WWW.HIRESOONER.COM](http://WWW.HIRESOONER.COM)
- **Counseling & Testing:** 325-2700 or 2911  [HTTP://WWW.OU.EDU/UCC.HTML](http://HTTP://WWW.OU.EDU/UCC.HTML)
- **Degree Sheets:**  [CHECKSHEETS.OU.EDU](http://CHECKSHEETS.OU.EDU)
- **Disability Resource Center:** 325-3852  [DRC.OU.EDU](http://DRC.OU.EDU)  325-4173 (TDD)
- **Financial Aid:** 325-4521  [WWW.FINANCIAL.AID.OU.EDU](http://WWW.FINANCIAL.AID.OU.EDU)
- **Gender & Equality Center:** 325-4929  [WWW.OU.EDU/STUDENTLIFE/GEC](http://WWW.OU.EDU/STUDENTLIFE/GEC)
- **Goddard Health Center:** 325-4441  [GODDARD.OU.EDU](http://GODDARD.OU.EDU)
- **Graduation Office:** 325-0841  [WWW.OU.EDU/GRADUATESOONER](http://WWW.OU.EDU/GRADUATESOONER)
- **Housing & Food Services:** 325-2511  [HOUSING.OU.EDU](http://HOUSING.OU.EDU)
- **Independent and Distance Learning:** 325-1921  [ISD.OU.EDU](http://ISD.OU.EDU)
- **Information Technology:**  [IT.OU.EDU](http://IT.OU.EDU)
- **Leadership Development and Volunteerism:** 325-7865  [HTTP://LEADANDVOLUNTEER.OU.EDU](http://HTTP://LEADANDVOLUNTEER.OU.EDU)
- **Math Help Center:** 325-6711, PHSC 425A  [WWW.MATH.OU.EDU/UNDERGRAD/MATHCENTER.HTML](http://WWW.MATH.OU.EDU/UNDERGRAD/MATHCENTER.HTML)
- **Office of Academic Integrity:** 325-3224  [INTEGRITY.OU.EDU](http://INTEGRITY.OU.EDU)
- **Oklahoma Daily:**  [OU DAILY.COM](http://OU DAILY.COM)
- **OU Library:** 325-4142  [HTTP://LIBRARIES.OU.EDU](http://HTTP://LIBRARIES.OU.EDU)
- **OU Student Affairs:** 325-3161  [SA.OU.EDU](http://SA.OU.EDU)
- **SafeRide:** 325-RIDE (7433)
- **SafeWalk:** 325-WALK (9255)
- **Scholarships:**  [HTTP://SCHOLARSHIPS.OU.EDU](http://HTTP://SCHOLARSHIPS.OU.EDU)
- **Student Learning Center:** 325-7621  [WWW.OU.EDU/CONTENT/UNIVCOLL/ABOUT/DEPARTMENTS.HTML](http://WWW.OU.EDU/CONTENT/UNIVCOLL/ABOUT/DEPARTMENTS.HTML)
- **Student Life:** 325-3163  [STUDENTLIFE.OU.EDU](http://STUDENTLIFE.OU.EDU)
- **Transfer Equivalencies:**  [WWW.OU.EDU/ADMISSIONS/HOME/TRANSFER_EQUIVALENCIES.HTML](http://WWW.OU.EDU/ADMISSIONS/HOME/TRANSFER_EQUIVALENCIES.HTML)
- **Tutoring:**  [WWW.OU.EDU/UNIVCOLLABOUT/TRANSFER_ACTION_TUTORING](http://WWW.OU.EDU/UNIVCOLLABOUT/TRANSFER_ACTION_TUTORING)
- **Writing Center:** 325-2936  [WWW.OU.EDU/WRITINGCENTER](http://WWW.OU.EDU/WRITINGCENTER)

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**Winter and Spring Session**

[WWW.OU.EDU/WINTERSPRINGSESSION](http://WWW.OU.EDU/WINTERSPRINGSESSION)

- **OU Police:** 325-1717  [WWW.OU.EDU/OUPOD](http://WWW.OU.EDU/OUPOD)