

Academic Planning 2007-2009



Students gather in front of Evans Hall, the University's administration building.

**“Make a start and sustain the effort!
Inspiration will follow with excellence
becoming the eventual result.
Take the time to listen to the trees.
That is where the music is!”
— John Williams, Composer**



SOPHOMORE AND JUNIOR CHECKLIST

Fall 2007-Summer 2009

- Update your campus address and phone number if you move. Please contact the Office of Registration in 230 Buchanan Hall or go to ou.edu/admrec/addresschangeform.pdf for more information on the process.
- Make any necessary changes to your e-mail account at ou.edu/helpdesk/. Your e-mail is a vital communications source for university information.
- Check out "A Guide to Financial Aid and Scholarships at the University of Oklahoma" after Sept. 1 at scholarships.ou.edu/ for information on available scholarships. As soon as possible after Jan. 1, apply for Financial Aid at fafsa.ed.gov. Go to financialaid.ou.edu for just about everything you need to know regarding financial aid.
- Visit the OU Career Services office, 323 Oklahoma Memorial Union, for assistance with developing your resumé and identifying internship opportunities.
- Begin considering your options after graduation – discuss options with your advisor, faculty members and Career Services.
- BE CONFIDENT that you can succeed in your classes this year!

ADVISING:

- Review your degree-recommending college entrance letter and follow the suggestions for advising preparation.
- Update your college major(s) and minor(s), if necessary.
- Make sure that the Office of Admissions has received all transfer and Advanced Standing credit.
- Go to degree.ou.edu and review your degree Audit for accuracy and insert into this notebook.
- If you are pursuing a competitive program, such as a health degree or other professional degree, review the application procedures and deadlines.
- Make an advising appointment as early as possible.
- Review general education and major(s) and minor(s) requirements on the appropriate degree check sheets. You may pick these up at your college office or online at ou.edu/bulletins/degree-sheets/degrindx.htm. Also, check out the Suggested Semester Plans online.



- View course offerings online at enroll.ou.edu.
- If you are in the process of deciding on a major, you should review options with your academic advisor, talk with faculty in the department or school of potential interest, and refer to the Career Planning information in the Career and Academic Resources section in this notebook for additional options.
- If pursuing a degree with Honors, discuss remaining requirements by contacting the Honors College at 325-5291 or at ou.edu/honors.
- Meet with your college advisor for a graduation check. Check to make sure you are on track to meet your Upper Division (3000/4000) credit hour requirements for graduation.
- Verify with your advisor that any high school curricular deficiencies have been met (i.e., Computer Literacy, Foreign Language).

ENROLLMENT:

- Complete your advisement with your college office. You must have a completed Advising Worksheet on file at your college office before you will be cleared to enroll unless you are a business major.
- Plan your schedule online at enroll.ou.edu. You may create and save up to three trial schedules at any time.
- Use enroll.ou.edu to identify when your enrollment window is open. Enrollment priority is based on completed credit hours, plus currently enrolled hours.
- If you have enrollment stops, contact the appropriate department to clear your enrollment prior to the opening of your enrollment window.
- To process your enrollment, select the trial schedule you wish to use and click on the "Complete Enrollment" button during your enrollment window.
- Once you have processed your enrollment, print your course schedule, tuition estimate and final exam schedule.



Academic Planner: Fall 2007-Summer 2008

For an online version of this manual, go to ou.edu/classof2010

FALL	2007			
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

SPRING	2008			
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

SUMMER 2008 and INTERSESSIONS				
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

Although college and department advisors are available to help students plan their programs of study, the individual student has a three-fold responsibility in this regard: (1) to know his/her academic standing based on printed standards; (2) to know and satisfy the stated degree requirements; and (3) to know and observe academic deadlines, as printed in the official Pre-Enrollment Handbook. This template is meant for use as a planning tool only.



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FALL	2008			
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

SPRING	2009			
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

SUMMER 2009 and INTERSESSIONS				
	Dept.	Number	Course Title	Hours
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Total Hours _____

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Resumé Builder
Fall 2007-Summer 2008

Use this Resumé Builder to keep a running list of your accomplishments and extracurricular activities. Refer to it when you fill out an application or create a resumé. Include dates where appropriate.

University Organizations, Associations and Leadership Experiences:

Community, Religious and Cultural Involvement:

Employment:

(include position, company or organization, dates of employment and number of hours worked per week)

Honors and Awards:

Scholarships Received:



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