## Core Curriculum Frequently Asked Questions

For more information, please consult the Core website or email the Center for the Core Curriculum: core-curriculum@columbia.edu.

## How do I register for a Core course?

Students are placed in sections of Literature Humanities and Contemporary Civilization before the start of the fall semester. In the fall semester, first-year students are placed in either Frontiers of Science or University Writing. Students who wish to take Art Humanities or Music Humanities can register for them via SSOL.

#### What is the last day to add, drop, or change a section of a Core class?

Students have until Tuesday, September 21, 2021 at 5:00 p.m. EDT to add, drop, or change a section of a Core course via SSOL. After this date, students MAY NOT drop or change sections of their Core classes. Students with questions and concerns should speak to their academic advisors. This Core Drop Date happens much earlier than the regular drop date, so it is imperative that students keep this deadline in mind as they work out their schedules.

#### How do I add or change a Core course?

You can add or change a Core course in SSOL during your assigned registration periods. You can also submit an online petition to add or change a section of Literature Humanities, Contemporary Civilization, Frontiers of Science, Art Humanities, or Music Humanities. Petition forms will be available on the Core website (<a href="http://www.college.columbia.edu/core/reg">http://www.college.columbia.edu/core/reg</a>) at 12:00am EDT on September 9. Students can submit a Core petition form on September 9, 10, and 13. Requests for changes submitted via email will not be processed.

## What are the Core petition dates?

Students can submit a Core petition form on September 9, 10, and 13.

#### Can I submit a petition more than once?

No. Petitions may only be submitted once.

## How long does it take for a petition to be processed?

Most petitions are processed within 72 hours. If we are unable to process your request within 72 hours, we will let you know.

# I am waiting for my petition to be processed. Can I sit in on a section that meets during the times I requested?

Students are only allowed to attend the section that appears on their SSOL page. You will not be allowed to sit in on a course unless you have been officially enrolled.

## How will I know when my petition is processed?

You will receive an automated email once your petition is processed. The change will appear on your SSOL page within 24 hours.

## What happens if my petition is not processed after September 13?

You will receive an email notifying you of your petition status. If there are no seats available during your requested days/times, we will not be able to process your petition. However, you can register yourself for an available section via SSOL until September 21.

## Can I petition for a specific instructor's section?

Petitions are fulfilled by day and time availability <u>only</u>, not by instructor. You may register yourself for a specific section via SSOL if there is a seat available.

# I am waiting for my petition to be processed, and the instructor of my desired section told me I can be admitted into their class. Can I attend?

You are only allowed to attend a Core class if you are officially enrolled in SSOL. You will not be allowed to sit in on a course unless you have been officially enrolled.

## Do I need the instructor's permission to register for their section?

Instructor's approval does not permit students to be enrolled into a section.

#### Do I need to find someone to switch/swap sections with?

It is not required for you to find someone to switch your section with to change days and times. You can file a petition listing a minimum of three days and times for a section.

## What if I only have one-time available to list on the petition?

You may list that time on the form. However, if there is not a seat available we will not be able to process your request.

#### Can I switch sections after the Core petition period?

You will have until Tuesday, September 21 to add, drop or change your Core course in SSOL.

## I mistakenly dropped my Core course, but it is now full. What should I do?

If you have dropped your Core course and are unable to re-register because the course is full, you may submit a petition form to be enrolled into a section that meets at the same time as your dropped course. Petitions do not guarantee placement into a specific section, but are processed by time preference only. You may also try registering for the section in SSOL if a seat opens.

#### How can I be placed on the waitlist for a Core course?

There are no waitlists for Core courses.

## I am on a waitlist for another course that conflicts with my Core course. What should I do?

You may make a change to your Core course via petition until Sept. 13 or via SSOL until Sept. 21.

I am a first-year student. Can I petition for Art Humanities and Music Humanities? Petitions for Art Humanities and Music Humanities are only available to juniors and seniors. However, you will be able to register for a section of Art Humanities or Music Humanities via

## How do I switch from Frontiers of Science to University Writing?

SSOL.

To switch from Frontiers of Science to University Writing, students must email <a href="mailto:english-cc1010-petitions@columbia.edu">english-cc1010-petitions@columbia.edu</a>.

## How do I switch from University Writing to Frontiers of Science?

To switch from University Writing to Frontiers of Science, students must submit an online petition, which can be found on the Core website (<a href="http://www.college.columbia.edu/core/reg">http://www.college.columbia.edu/core/reg</a>) starting on September 9.

Can I take Literature Humanities and Contemporary Civilization simultaneously? Columbia College students must complete Literature Humanities before taking Contemporary Civilization, and cannot, therefore, take the courses simultaneously.

## Can I defer Literature Humanities or Contemporary Civilization?

You must consult with your Advising Dean in the James H. and Christine Turk Berick Center for Student Advising.