



From the Benjamin Franklin College Dean's Office

Dean's Notes – August 19, 2020

Dear Franklinites,

You will hear more from me in the coming days as you settle into the critical job of going to college. For the moment, I want primarily to give you a quick guide to dates and deadlines you need to be aware of in the next two weeks. You'll find them below in this special "early edition" of the Dean's Notes.

It is not small potatoes that you are choosing to continue, or to start, your Yale career now, in a harrowing moment in the world. I'm eager to welcome the Class of 2024 to Benjamin Franklin College and to resume relationships with our returning students. Our Ben statue is masked up in the courtyard, awaiting your arrival. But regardless of your class year, enrollment status, or learning location, you are all Franklinites. I'm with you.

The world is before you and you need not take it or leave it as it was when you came in.

-James Baldwin

-Dean Hill

Course Preference Selection

An important email went out from the Registrar's Office about Preference Selection and Pre-registration Applications. You can read that message [here](#).

Important Dates for Registration & Schedules

An important email went out from the Registrar's Office about Scheduling dates and deadlines. You can read that message [here](#). Mark your calendars:

- August 12, 1:00 p.m.– [Preference Selection Closes](#)
- August 17,
 - 1:00 p.m.– [Preference Selection Results Available](#)
 - 5:00 p.m. (Monday) – Online Course Selection (OCS) opens. If you created a Primary Worksheet in [Yale Course Search](#), it will populate your OCS worksheet and you can continue to add or delete course selections.
- August 21, 5:00 p.m. (Friday) – Deadline for all Yale College students to submit their preliminary OCS schedule worksheets.
- August 25, 9:00 a.m. (Tuesday) – OCS reopens for Yale College students to make changes to their schedule.
- August 31 (Monday) – Classes begin.
- September 4, 5:00 p.m. (Friday) – Deadline for all Yale College students to resubmit their final OCS schedule worksheet. If you have significant concerns about your schedule, please reach out to Michelle to arrange an advising appointment with me.

Shopping vs. Preliminary & Add-Drop: What you need to know

- Q: How Many Classes Can I Add to My Preliminary Schedule?
 - Between August 17 and August 21, you can move your courses around as much as you need in OCS. You can have as many as 10 courses on your OCS worksheet at any one time.
 - The Preliminary Schedule that is due (and you will seal) by August 21 should reflect the courses you intend to take. You should have no fewer than 3.5 and no more than 5.5 credits (unless with Dean's prior permission to under/overload) on your Preliminary Schedule before you seal it.
 - Pro-Tip: Rather than think of it as the old post-registration deadline to have at least three classes on your worksheet, or your worksheet during shopping period, **think of this as the schedule you would have your adviser and dean sign.**
- Q: Could I just begin by taking as many courses as I want and then dropping the ones that I dislike?"
 - No. The preliminary schedule is not a “wish list” or a “shopping list” but should be considered a serious listing of the courses you expect to take.
- Q: During add/drop can I only add a new course once one has been dropped?
 - After you seal your preliminary schedule, OCS will re-open and you can make changes to your schedule. Unlike before, now you can add a course after you seal your schedule

without having to petition for a late-add. Note that **during add/drop all the usual rules still apply:**

- If the course requires discussion section seats, you need a confirmed DS seat as you always have.
- If you want to add a credit causing an overload, or drop a credit causing an underload, you still need prior permission from me, so make sure you make an appointment well in advance to discuss this.
- Note that enrollment in most seminars (and other limited-enrollment courses, like math or language sections) will already have been determined before the start of classes, and you may find that many courses are already full as you update your final schedule. This is why the preliminary schedule needs to be as accurate and complete as possible.

Know that you will have a chance to attend all your classes at least once before add/drop period ends and schedules are finalized - so when you realize that Quantum Physics class you signed up for fun might be a little out of your depth, you can still do something about it.

Overlaps

Typically, students are not allowed to elect courses with meeting times that overlap, (per the [Academic Regulations, E. #6](#) *A student may not elect courses with meeting times that overlap*) and a small and insignificant overlap requires permission from instructors and a petition to the Committee on Honors and Academic Standing. The Academic Affairs office is reviewing this policy for the Fall 2020, term, so hang tight—we should have word soon about whether there will be an exception to this policy for online learning. You can also continue to check the [Yale College FAQs](#) for policy updates. However, please do not depend upon relaxing of this policy to go the way you hope when creating your schedule. That is, your plan A should be to not have overlapping courses* and plan B can be to check vigilantly whether the policy is relaxed in the way you hope.

*If you believe both courses are absolutely necessary for your major(s) and overlap by an insignificant amount (less than 15 minutes) please write to me if you have not already.

Graduate School Course vs. Professional School Course

Upper-level Franklinites: Graduate school courses can be added directly to your worksheet in OCS (for exceptions, and what to do about them, see [here](#)) but professional school courses cannot. If you aren't sure whether the course you are interested in is in the graduate school or a professional school you can check [here](#). For a number of reasons, this year I am encouraging students to avoid taking professional school courses unless absolutely necessary to your major or degree. If you must add a professional school course to your schedule, reach out to Michelle for instructions.

Moving In

For those of you who have confirmed to live on-campus please read [this very important message from Deans Chun and Boyd](#), as well as [this message from Provost Stephanie Spangler](#). Make especially sure that you understand the [Community Compact](#) and the policies regarding pre-arrival viral testing and campus quarantining.

By now all upper-level students should have finalized their on-campus housing and have received their move-in date.

Housing & Status Change

Please take a moment to look in SIS to confirm that both your housing and learning location reflect your current housing plans. If they don't please either update your learning location or write to me and Michelle without delay to update your housing. If you are having trouble with Yale systems it may be a direct result of not having an address, or having an address that conflicts with your learning location status.

If you requested on-campus housing but now plan to be off-campus, please update your Learning Location in SIS via the [Learning Location Status Update](#) form or under the Personal Data>> Return to Campus tab. As a courtesy, please also email me and Michelle to make sure we are aware you are relinquishing housing.

Note that students have until August 31, the first day of classes, to relinquish housing for the Fall 2020 term without penalty. Following this date housing will be charged *per diem* until a student has vacated the dorm (see Yale College FAQs [here](#)).

If you plan to live off-campus please read [this very important message from Deans Chun and Boyd](#), as well as the [Health and Safety Guidelines](#). Please also make sure you update your off-campus or remote learning address and phone number in SIS.

Leave of Absence

If you are considering taking a leave of absence you can read more about leaves in the Yale College Programs of Study [here](#) and Fall 2020 decisions that apply in the Yale college FAQs [here](#).

Advising

Advising resources and notable dates can be found here <https://advising.yalecollege.yale.edu/calendar>.

Important Links and Resources

Academic

- A Message from Dean Chun: [Policy adjustments for sophomores and first-years](#)
- Please refer to the [Yale College Dean's Offices FAQs website](#) for updates to policy. This site is being updated regularly with answers to questions about student life and academics.
- Yale College Programs of Study: <http://catalog.yale.edu/ycps/> includes a calendar of deadlines and information about academic requirements and policies.

Community & Public Safety

- [Community Compact](#)
- [Health and Safety Guidelines](#)
- Out-of-state students are strongly encouraged to consult <https://portal.ct.gov/Coronavirus/Travel> for up-to-date information about these Connecticut restrictions.

More Student Resources

- Student belongings following move-out: <https://conferencesandevents.yale.edu/move-out-faqs-undergraduate> or conferencesandevents@yale.edu or email conferencesandevents@yale.edu with questions.
- Student Financial and Administrative Services: <https://finaid.yale.edu/> and <https://student-accounts.yale.edu/> and <https://www.yalestudentjobs.org/>
- Yale Summer Session: <https://summer.yale.edu/academics/yale-summer-online>
- Poorvu Center for Teaching & Learning: <https://poorvucenter.yale.edu/> and <https://academiccontinuity.yale.edu/guiding-principles-students>
- Yale Center for International & Professional Experience: <http://cipe.yalecollege.yale.edu/> has many online resources (including career, internship, funding, and study abroad information)
- Yale Student Health: <https://yalehealth.yale.edu/directory/departments/student-health>

Yale Mental Health & Counseling: <http://yalehealth.yale.edu/mentalhealth> holds appointments and has a 24/7 on-call service.

Library update: Essential Library Research Skills

Multiple dates

Meet with a librarian online for 30-minutes to learn how to discover resources at Yale Library. This session is for Yale students interested in learning how to discover material for coursework or personal use.

Wednesday August 26, 1 PM EST | Register:
<https://schedule.yale.edu/event/6968540>

Thursday, August 27, 4 PM EST | Register:
<https://schedule.yale.edu/event/6968704>

Monday, August 31, 2 PM EST | Register:
<https://schedule.yale.edu/event/6968840>

Tuesday, September 1, 12 PM EST | Register:
<https://schedule.yale.edu/event/6968875>

Virtual Photobook Club: Jon Evans

Friday, August 28, 2 PM EST | Register:
<https://schedule.yale.edu/event/6893519>

Join Jon Evans, Chief of the Library and Archives at the Museum of Fine Art, Houston, for a showcase of photobooks from the museum's collection, highlighting interactive photobooks that extend our notion of the genre and books as a whole.

Yale Degree Audit



Yale Degree Audit (YDA) is a tool that tracks your progress toward the bachelor's degree. YDA is located on the Academics tab of Student Information System (SIS). YDA displays the Yale College degree requirements that you have already completed and those that are still pending. A "Look Ahead" feature shows you how future course enrollment might apply toward your degree. Yale Degree Audit does not take the place of face-to-face advising, although you may wish to share your audit with your adviser. Instead, it provides an easy-to-read summary of requirements, allowing you and your adviser to spend more time discussing course selection and academic goals.

Do not rely solely on your degree audit when planning your courses; continue to use Yale's standard systems for schedule planning and employ YDA as an additional tool. More features will be added to YDA in the future, including the ability to track progress toward major requirements.

If you have suggestions, general observations, or questions that are not answered by the FAQs, send them to registrar@yale.edu using the subject line "Degree Audit." If you believe that academic information in your degree audit is incorrect, contact our office.