

## ADVISING CONTACTS

### Your Advising Network:

- Berick Center for Student Advising
- Instructors
- Your Faculty advisor
- Peer Advisers

<https://www.cc-seas.columbia.edu/csa>

[https://www.cc-seas.columbia.edu/csa/peer\\_advising](https://www.cc-seas.columbia.edu/csa/peer_advising)

### Who Can Help?

Contact one of your many advisors, and/or one of the resources below – each is part of your advising network and they are **all** here to help you:

### Digital Center for Student Advising:

403 Lerner Hall, x4-6378

<https://www.cc-seas.columbia.edu/csa>

### Financial Aid Office:

618 Lerner Hall, x4-3711

<http://cc-seas.financialaid.columbia.edu/>

### SEAS Undergraduate Student Affairs:

Vice Dean for Undergraduate Programs

Barclay Morrison

[bm2119@columbia.edu](mailto:bm2119@columbia.edu)

212-854-6277

### Associate Dean for Undergraduate Student Affairs:

Leora Brovman

[lb2258@columbia.edu](mailto:lb2258@columbia.edu)

212-851-9367

### Public Safety:

For all emergencies on campus call 212-854-5555

For emergencies off campus that require the NYC

Police, Fire Department or Ambulance service dial **911**

### Medical Services:

John Jay Hall 4<sup>th</sup> Floor

x4-7426, M-R 8-6:30pm, F 8-5pm, S 10-3:30pm

<http://www.health.columbia.edu/>

## RESOURCES

### Registrar

<http://registrar.columbia.edu/>

### Add/Drop

<http://registrar.columbia.edu/content/registration-adjustment-form-add-drop-classes>

### General SEAS Requirements

<http://bulletin.engineering.columbia.edu/undergraduate-programs>

### Department Requirements

<http://bulletin.engineering.columbia.edu/departments-and-academic-programs>

### Online Bulletin

<http://bulletin.engineering.columbia.edu/>

### Student Services Online

<https://ssol.columbia.edu/>

### Academic Calendar

<http://registrar.columbia.edu/event/academic-calendar>

### Engineering Events

<http://events.engineering.columbia.edu/>

### Career Resources

<http://engineering.columbia.edu/career-development-opportunities>

<http://www.careereducation.columbia.edu/>

### Student Organizations

<http://www.columbiaesc.com/>

<http://engineering.columbia.edu/engineering-student-organizations>

### Student Life

<https://www.cc-seas.columbia.edu/studentlife/>

### Study Abroad

<http://columbia.studioabroad.com/>

### Student Conduct

<https://studentconduct.columbia.edu>

## Student Guide to Undergraduate Advising



**COLUMBIA | ENGINEERING**

The Fu Foundation School of Engineering and Applied Science

## Departments, Programs, & Majors

### Applied Physics & Applied Math

Applied Physics

Applied Math

Materials Science

*200 Mudd Building*

### Biomedical Engineering

*351 Engineering Terrace*

### Chemical Engineering

*801 Mudd building*

### Civil Engineering & Engineering Mechanics

Civil Engineering

Engineering Mechanics

*610 Mudd Building*

### Computer Science

Computer Science

Computer Engineering

*450 Mudd Building*

### Earth & Environmental Engineering

*918 Mudd Building*

### Electrical Engineering

Electrical Engineering

Computer Engineering

*1310 Mudd Building*

### Industrial Engineering & Operations Research

Industrial Engineering

Engineering Management Sys.

Financial Engineering

Operations Research

*315 Mudd Building*

### Mechanical Engineering

*220 Mudd Building*

500 West 120th Street

New York, NY 10027

## ACADEMIC INFORMATION

**General requirements for Undergraduate students** <http://bulletin.engineering.columbia.edu/undergraduate-programs>

### Department specific requirements

<http://bulletin.engineering.columbia.edu/departments-and-academic-programs>

#### Fall 2016

Sept 6	First day of classes
Sept 16	End of change of program period
Oct 20	Midterm date
Nov 7	Academic holiday
Nov 8	Election day holiday
Nov 17	Last day to drop course/elect pass/fail
Dec 12	Last day of classes
Dec 16	Final exams start
Jan 4	Grades due

#### Spring 2017

Jan 17	First day of classes
Jan 27	End of change of program period
Mar 6	Midterm date
Mar 13	Spring recess begins
Mar 23	Last day to drop course/elect pass/fail
May 1	Last day of classes
May 5	Final exams start
May 15	SEAS Class Day
May 17	Commencement



## COURSE INFORMATION

### Course Load:

Students typically register for 15 - 17 credits per semester. Students must register for no fewer than 12 credits per semester to maintain full-time student status.

### Directory of Classes:

Resource listing Columbia University Classes offered during a given semester, including the day, time and location of the class. <http://www.columbia.edu/cu/bulletin/uwb/>

### Combined Plan Programs:

<http://bulletin.engineering.columbia.edu/combined-plan-programs>

### Joint Programs:

<http://bulletin.engineering.columbia.edu/joint-programs>

### Student Research Involvement Program (SRIP):

Students can participate in a number of Faculty research projects through SRIP. <http://engineering.columbia.edu/student-research-involvement-program>.

### Major Declaration:

SEAS students declare their major in the fall of sophomore year. Advising in the spring of the first year can be critical for course selection in some majors.

### Departmental Open Houses:

Departments host open houses in the spring semester for first and second year students to meet faculty, upperclass majors, and fellow students. This is a good opportunity for students to learn about the major.

### Double Major:

It is extremely difficult to double major in SEAS. Students are not allowed to double count classes from one major to the other. Students who wish to double major have to complete a double major form listing all the courses for each of the majors, which has to be signed off by both departments.

### Minors:

Students can minor in liberal arts or engineering fields. Minor requirements are reviewed and approved by the Center for Student Advising.

## ADVISING

Seek out and engage with your team of advisers in the Berick Center for Student Advising, your department, the Center for Career Education and other campus partners. Be proactive! Your adviser will not know your needs unless you tell them!

### Your role:

- Advising is a two-way relationship
- Be proactive and let your adviser know you want to meet
- Have an agenda of the things you want to explore with your adviser
- Don't wait until the day you need an answer to reach out to your adviser
- Follow-up on referrals and resources suggested by your adviser
- Recognize that advising isn't a person but a process
- Don't expect your faculty adviser to have all the answers to all your questions

### Your adviser in the Dgt lenCenter for Student Advising will advise you on:

- First and second year requirements
- Non-technical requirements, general degree requirements and electives
- Any other issues, life concerns or questions
- Additional resources and support mechanisms

### Your faculty (major) adviser can:

- Help select appropriate courses to meet major requirements
- Discuss possible career options/post-graduation plans
- Professional role model and mentor
- Discuss research and internship opportunities

*After declaring your major, you will be assigned a major adviser in the fall of your sophomore year*

### You can discuss with your faculty adviser :

- Academic plans and course selection
- Post-graduate plans/graduate school
- Personal recommendations
- Life concerns, i.e. time management or stress/wellness, extracurricular activities