FREQUENTLY ASKED QUESTIONS

Advising, Policies and Other Helpful Information

Q. What are the admission classes for the School of Business?
A. The SB admission classes are: ACCT 203, ACCT 204, ECON 200, ECON 201, MATH 104, MATH 105 and DSCI 232. Students must make a C- or better in all of these classes in order to declare a major in the SB.

Q. I want to major in the School of Business but have not completed the admission courses. What should I do?
A. If you have at least 30 earned credit hours, you can fill out a Declaration of Intent to major form. Once you have completed the SB Admission Classes with a C- or better, you can officially declare your major.

Q. What is a Critical Path Sheet?
A. The Critical Path sheet is a diagram that outlines the required School of Business admission courses and core courses specific to each major. Each course is mapped out with arrows indicating prerequisites and School of Business admission rules. Please see the Critical Path Explanation Sheet (available in the Student Success Center or on the SSC’s website) for more information.

Q. Who is my advisor? What should I do if I can not reach my advisor?
A. To find out who your advisor is, please check CougarTrail under the Student Records menu. It is your responsibility to set up an appointment with your advisor. If after many attempts you are unable to reach your advisor, you should contact the Department Chair.

Q. How do I know what classes I need to take?
A. A combination of the following tools is the best way to make sure you sign up for the right classes and stay on track with your degree requirements:
   - Your degree audit
   - Academic Requirements Sheet for your major
   - Critical Path Sheet for your major
   - Meeting with your faculty advisor

Q. What happens if I make a D in DSCI 232 or other admission course?
A. You must make a C- or better in the required SB admission courses (listed above). You can retake an admission course one time in an attempt to earn the required grade of C-. If you do not make a C- or better on the second attempt, you will not be eligible to major in the School of Business.

Q. If I make a D in a FINC 303, do I have to repeat it?
A. No. The School of Business requires that you make a C- or better in the admission classes (listed above). For all other SB classes, D is considered a passing grade and the class does not need to be repeated.

Q. What courses count as humanities?
A. A complete list of humanities is available on the Academic Advising & Planning Centers website (http://advising.cofc.edu/index.php) under General Education Requirements.

Q. How many classes can I transfer in from another college/university?
A. For all questions regarding transfer credits and coursework elsewhere, please refer to the Registrar’s Office website (http://registrar.cofc.edu/transfer/index.php) or contact the Registrar’s Office.

Q. Why don’t the classes I am registered to take during the fall 2010 semester show up on my CougarTrail Degree Audit?
A. You are registering for classes for the fall in the College of Charleston’s new system called MyCharleston (Banner), so any classes you register to take in the fall 2010 semester will not show up on your CougarTrail degree audit. You will need to print out your audit and subtract any fall classes you have registered for to see what classes you still have left to take.

Q. What is Degree Works?
A. Degree Works is the new degree audit system that will be available June 1, 2010. Information about how to use Degree Works will be available closer to the release of the system.
Class Registration

Q. When can I register for classes?
A. The registration schedule is based off of earned hours. The registration schedule is available on the Registrar’s website (http://registrar.cofc.edu/)

Q. If I am dropped for non-payment of tuition fees, can I get my original schedule reinstated?
A. You will be able to re-enroll once you have paid your fees. We cannot guarantee that you will get the same sections or the same courses; therefore you face the risk of your graduation date being delayed. We are not able to “save seats.” It is extremely important that you pay your fees by the due date.

Q. Can I take DSCI 304 (Production) and MGMT 408 (Business Policy) at the same time?
A. No. DSCI 304 is a prerequisite for MGMT 408. The Critical Path sheet outlines core courses for your major and the prerequisite requirements. Critical Path sheets are available in the Student Success Center and at http://www.sb.cofc.edu/studentsuccesscenter/index.php

Q. I need to take MGMT 408 (Business Policy) to graduate and it is full. What should I do?
A. If any class that you need to take is full, you should continue to check MyCharleston up until the Drop/Add date as students are constantly adding and removing courses. If you are unable to find an open spot, you should contact the Department Chair to see if they can override you into the class.

Q. What happens if I withdraw from a course?
A. If you withdraw from a course before the deadline (see the Registrar’s calendar) you will receive a W on your transcript. Your GPA is not affected, but it may interfere with your financial aid or delay your graduation date. If you withdraw after the deadline, you will receive a WF on your transcript (which is equivalent to an F). You should carefully consider all of your options before withdrawing from a course.

Q. I am taking ECON 200 (a prerequisite for ECON 201) over the summer 2010 semester and need to take ECON 201 during the fall 2010 semester but am unable to register. What should I do?
A. Since you are registering for summer 2010 courses through CougarTrail and fall 2010 courses through Banner, you will not be able to register for a prerequisite and the following course in the sequence on the same day. The two systems are synced every night so you need to wait a day before registering for the second course.

Graduation

Q. When/Where do I apply for graduation?
A. You can apply for graduation through CougarTrail (under Student Records, select Graduation Information). Additional graduation information and schedule is available in the Registrar’s Office and online at http://registrar.cofc.edu/graduation/application.php

Miscellaneous

- The Registrar’s Office can provide information and answers to questions about:
  - Coursework Elsewhere
  - Course Overload
  - Graduation
  - Transfer Credits

- Information about internships is available on the Student Success Center’s website, or contacting Holland Williams at willamsha2@cofc.edu. Students majoring in Hospitality and Tourism should contact the HTMT Department for information about internships.

- If a School of Business student would like to study abroad, they should make an appointment to meet with Mrs. McKeever by emailing her at mckeeverp@cofc.edu.

- Specific questions about math requirements, language requirements or any other subject outside of the School of Business need to be directed to that department.