



Brandeis University

New Student Academic Information and Registration Handbook

Office of Academic Services
Office of the University Registrar
Summer 2009

Table of Contents

	Page
Summer Registration Checklist	1
An Introduction to the Brandeis Curriculum	2
Overview of Degree Requirements	3
Academic Semesters and Credit Requirements	3
AP Exam Credit and Prior College-Level Work	4
General University Requirements	5-8
Course Load Guidelines	
Required University Writing Seminar (UWS)	
University Writing Program	
Writing-intensive and Oral Communication	
School Distribution	
Creative Arts, Humanities, Science, and Social Science	
Foreign Language	
Non-Western and Comparative Studies	
Physical Education	
Quantitative Reasoning	
Determining which Language Class to Take	9
Advising, Majors, and Minors	10-11
Special Interests	11
Academic Accommodations for Students with Disabilities	
Pre-Medical/Pre-Health Interests	
Special Academic Opportunities	12-14
First-Year Seminar Program	
Experiential Learning Courses	
Study Abroad/Off-Campus Study	
Dual Bachelor's/Master's Degree Programs	
Columbia University Programs	
Tufts University Program	
Olin College Certificate in Engineering	
Academic Course Work and Religious Observance	14
Personal Directory Information	15
List of Online Resources	16

Need Assistance?

Call our advising hotline: 877-376-5080 or email: registrar@brandeis.edu

Feel free to call this number to speak to an academic adviser between the hours of 1:30 to 4:30 pm, Monday through Friday. Professional staff in the Office of Academic Services and current Brandeis students will be happy to assist you. If you choose to email us, a member of the registrar's staff will respond within 24 hours, Monday through Friday.

Summer Registration Checklist

As a new student at Brandeis, we know you have many questions about what you should do this summer to register for courses as you prepare to come to campus. The checklist below identifies activities and key dates to keep in mind.

✓	What You Need To Do	When	How To Do It
	Open a UNet account to access Brandeis e-mail and Sage (the online registration system)	Now	<ul style="list-style-type: none"> Go to https://unet.brandeis.edu/accounts to open a UNet account. Go to https://unet.brandeis.edu/cgi-bin/forgot-password if you have an account but have forgotten your password.
	Research which classes you are interested in taking your first year	On-going	<ul style="list-style-type: none"> Study the course recommendations from the Department and Program Recommendations handout. Review the <i>Bulletin</i> for requirements for majors and minors that are of interest to you. Review the <i>Schedule of Classes</i> to determine which classes are offered for each term, making note of class meeting times and days. Review the <i>Course Evaluation Guide</i> for reviews of courses, http://union.brandeis.edu/ceg Review the <i>Courses of Special Interest</i>, www.brandeis.edu/registrar/schedule/specialinterest.html Use the Class Selection Planning Form and Weekly Schedule Planner to help you organize your schedule.
	Participate in UWS Pre-Selection	June 15-28	<ul style="list-style-type: none"> Log on to sage anytime during this period to submit your UWS class preferences. Refer to the sage Users Guide on the New Student Web site for instructions on how to use Sage.
	If you are enrolling in a language, math, or chemistry class in your first semester, take the online placement tests before registration	Before July 1	<ul style="list-style-type: none"> For placement test information, go to www.brandeis.edu/registrar/newstudent.html.
	See which UWS you have been registered in for fall or spring term, and base your other fall semester courses around this schedule	Starting June 30	<ul style="list-style-type: none"> Log on to sage and review your study list. If you wish to change your UWS selection, you can swap classes to another open class during the registration period July 6-July 13, 2009.
	Students entering fall 2009 Students entering midyear/January 2010: Use sage to make adjustments to spring 2010 UWS class and register for a FYS class	July 6-13	<ul style="list-style-type: none"> Use sage to register for your fall term 2009 classes. You can also make adjustments to spring 2010 UWS class and register for a FYS class. You can also make adjustments to spring 2010 UWS class and register for a FYS class.
	Online registration closes	July 13, 11:59p.m.	<ul style="list-style-type: none"> Once registration closes, students will have to wait until online registration opens again in August to register or alter their schedules.
	Communicate with one of the various faculty, staff, or students at Brandeis who will contact you to help answer any questions you may have about the registration or the course selection process	Anytime over the summer	<ul style="list-style-type: none"> E-mail the Office of the University Registrar (registrar@brandeis.edu) or call the Office of Academic Services (877-376-5080) if you have any questions. Communicate with other new students on the accepted student bulletin board, http://my.brandeis.edu/bboard. Consult with your faculty or staff advisor.

An Introduction to the Brandeis Curriculum

A liberal arts education is a quest for ideas and understanding. It is not enough to simply be trained in a major or for a vocation. Instead, the liberal arts value an understanding of learning across the disciplines—creative arts, humanities, sciences, and social sciences. At Brandeis, the core curriculum reflects these values of intellectual inquiry and responsible citizenship. You will be taught to pursue knowledge responsibly, to communicate clearly and effectively, to demonstrate competency in your chosen area of study, and to appreciate the social and ethical responsibilities that you have as a citizen of the world. The mission of a liberal arts college and of Brandeis is one of self-discovery. The distinctive elements of a Brandeis education are the intense intellectual engagement students share with faculty who are at the cutting-edge of their disciplines; the interdisciplinary connections and perspectives that unite faculty in all four schools; the rich experiential learning opportunities students encounter in studios, archives, research labs, and the community; and the university's longstanding commitment to social justice.

A Brandeis education combines core skills, knowledge, and social justice. Brandeis recognizes that learning occurs both in and out of the classroom, and designs its programs to enable students to meet these learning goals. Inspired by our namesake, Justice Louis Brandeis, we seek to produce graduates who have a desire to inquire and learn throughout their lives and who will endeavor to advance justice in the world.

One of the hallmarks of a Brandeis education is the opportunity students have throughout their studies for interactive, intellectual engagement with faculty in small classes. First year students who are enrolling in large introductory lecture courses in such fields as chemistry, economics, and psychology, and all others interested in experiencing a seminar environment, are strongly encouraged to enroll in an optional First Year Seminar (FYS) in their first or second semester at Brandeis. The seminar format offers a small, intimate setting in which the student becomes an active partner in dialogue, both with the professor and with other students. In an FYS you will get to know and learn from your classmates through discussions about topics that are of interest to you, and will be taught by a professor who truly enjoys both teaching and getting to know first year students. You are likely to develop many connections that will last throughout your four years at Brandeis and beyond.

An FYS is one of the most intellectually satisfying opportunities available to you. Specific course details are included in the course recommendations handout. If you have questions about a given course, feel free to e-mail the instructor of the course directly.

As you select all of your courses for your first semester, keep in mind the following guidelines:

- A well-balanced schedule will include four or four and a half credit bearing classes.
- An ideal schedule could include the required University Writing Seminar (UWS); one class which fulfills a school distribution requirement or other degree requirement; one class to explore a possible major or minor, and one class that you are taking purely out of interest in the subject matter (perhaps FYS).
- You ideally want classes with different types of work. A UWS class will emphasize reading, writing, and revisions; an economics or psychology course will involve testing; a chemistry or math class will have frequent problem sets.

Tips from the Roosevelt Fellows for Course Planning

The Roosevelt Fellows are peer academic advisers who work exclusively to assist students with academic and other issues in their first year. They offer the following advice to first-year students:

- If you plan to continue the language you studied in high school or do a study abroad program, it is a good idea to enroll in a class in your first semester so it is still fresh in your mind.
- Distribute the types of classes you take in one semester. Don't burn out on one subject or try to take three writing-intensive classes in the same semester. Variety is a good thing.
- Think about the size of the class. Will you feel most comfortable in a group discussion or large lecture? Although you don't always have control over choosing the size of your classes, it is definitely something to think about. Also have back-up classes in case the lab, language class or other limited seat class is closed.
- What motivates you to go to class? Consider the time of day at which you will be attending classes. Take classes during the times in which you are most alert and ready to work, and try to plan a schedule that meets your unique habits and needs.

Overview of Degree Requirements

All students must be aware of the degree requirements and are responsible for monitoring their own progress. Requirements include completion of: the academic semester and credit requirement, general university requirements, one major, and a cumulative grade point average (GPA) of 2.00. Our curriculum provides a tremendous amount of flexibility. Some students fulfill the majority of their requirements simply by pursuing their interests throughout their four years of college. To keep track of how you are progressing toward your degree, you should view your degree audit. Once enrolled in classes, the audit will show how these classes fulfill requirements upon their successful completion. To access the degree audit, log on to sage, go to the academics page and select "View Undergraduate Degree Progress Report."

Academic Semesters and Credit Requirements for Graduation

Credits Required For Graduation

All students are required to complete a minimum of 128 credits. A minimum of 112 of the 128 credits must come from Brandeis Fall/Spring semesters, approved Fall/Spring Study Abroad programs, or approved Justice Brandeis Semester programs (see page 12 for more information on the Justice Brandeis Semester). A combined maximum of 16 credits may come from Brandeis Summer School and External Credit Sources (see below).

Transfer students must complete a minimum of 64 of the 128 credits from Brandeis Fall/Spring semesters.

Semesters Required For Graduation

Students entering as freshmen are required to complete a minimum of seven full-time semesters from Brandeis Fall/Spring semesters, approved Fall/Spring Study Abroad programs, or approved Justice Brandeis Semester programs. At most one of these seven semesters may be a Study Abroad Semester or a Justice Brandeis Semester. (For students wishing to complete two semesters of study abroad, or two Justice Brandeis Semesters, or one semester of each, the minimum number of semesters becomes eight full-time semesters.)

Transfer students must complete a minimum of four full-time semesters from Brandeis Fall/Spring semesters.

A student's final semester cannot be spent on a Study Abroad program. In order to receive credit for work done abroad, students must return to Brandeis for at least one semester during the academic year.

External Credit Sources

A combined maximum of 16 credits from Brandeis Summer School and the external sources listed below may be applied toward the 128 credits needed for graduation. Students may request credit from these sources through the Office of the University Registrar.

1. Advanced Placement or International Baccalaureate Exams
2. The Summer Hebrew Program at Middlebury College
3. Approved courses taken while on a leave of absence for medical reasons
4. Approved courses taken through an approved summer study abroad program
5. For students who applied for fall-term admission as freshmen, but who were accepted for the following spring term as members of the midyear class:
 - a. Approved college courses taken during the fall semester immediately prior to entering Brandeis
 - b. Approved courses in General Chemistry I and II (plus labs) taken the summer prior to entering Brandeis

External Exams/Courses for Purpose

Advanced Placement exams and International Baccalaureate exams, college courses taken while in high school, or summer courses taken outside of Brandeis, may be used for placement purposes, general degree requirements (for example, school distribution, foreign language), and major/minor requirements as allowed by individual departments and programs. **Courses transferred for purpose have no numeric credit value and will not count toward the 128 credits required for graduation.** Students may request transfer of courses from these sources through the Office of the University Registrar.

Repeating Courses

Although students may repeat, for the purpose of demonstrating a higher level of mastery, courses in which a passing grade already has been earned, such repeated courses do not yield additional credit toward the 128 credits required for graduation neither are they included in the calculation of the grade point average.

AP Exam Credit and Prior College-Level Work

Advanced Placement Exam (AP) Credit

The chart on the last page of this handbook indicates those AP exams and scores for which Brandeis students may request college credit. In addition to credit toward your degree, your score on an AP exam taken in high school may also allow you to fulfill certain university requirements (for example, foreign language, school distribution, quantitative reasoning). Similarly, scores on some AP tests can be applied toward departmental major requirements.

In many cases, we have determined that a certain AP curriculum aligns very closely with a particular course at Brandeis, and we have designated that course on the chart. Please note that it is not possible to receive credit from the same class twice (that is, you cannot get course credit from the AP exam and the equivalent Brandeis class). Thus, you should refer to this chart before you finalize your registration each term to make sure that you are not unwittingly enrolling in a class that will result in the loss of AP credit eligibility.

On the other hand, even though you may have received a score of 4 or 5 on a test, you may feel unsure about your readiness to advance to a higher level in a particular department's curriculum. You should feel free to enroll in the Brandeis equivalent course for additional preparation in place of taking the course credit for your AP work.

During your second semester at Brandeis, you are invited to come to the Office of the University Registrar to submit the paperwork that will allow us to process your request for credits. Please consult the section on external credit courses for how AP credits may be used for acceleration. We welcome the opportunity to talk with you about the ways your advanced placement work in high school has helped prepare you for your Brandeis education.

Prior College-Level Work

If you have completed college-level courses prior to your first year at Brandeis, you may petition to use those external courses for purpose (no numeric credit will be granted) if the courses meet all five of the following stipulations:

- Given by accredited post-secondary institutions and held at the institution's campus (not at the high school)
- Designated for and accessible to regular college students and taught by instructors whose institutional responsibilities are primarily at the post-secondary level
- Acceptable for degree credit at the host institution
- Comparable to Brandeis courses in content, scope, and level of instruction
- An earned grade of B- or better as certified by an official transcript

Upon completion of the course(s), you should request the institution forward an official transcript to the Office of the University Registrar. These courses may not be applied toward Brandeis requirements if the course(s) has been applied toward high school graduation requirements.

If you are planning to take summer school courses, Irene Widugiris in the Office of the University Registrar, 781-736-2014 or widugiris@brandeis.edu prior to enrolling in the course to obtain the appropriate forms and to determine if a course is acceptable for use as an external course for purpose.

Spotlight on "Finding" Classes

Information about courses being offered including course descriptions, syllabi, and prior course evaluations can be easily accessed by using a number of different online resources:

- Schedule of Classes: For a listing of all courses offered in a semester, see the schedule of classes on our public Web site. Go to www.brandeis.edu/registrar/schedule. From that page, you can select the semester and then the subject that you want to view.
- Search by Requirement: If you want to see all of the courses offered in a semester that fulfill a particular university requirement, use the [search engine](#). Using the drop-down menus, select the term and a requirement code to see all classes that meet that criteria.
- Course Descriptions and Requirements for Majors and Minors: Review the [University Bulletin](#) for programs that interest you.
- Course Evaluations: Review the [Course Evaluation Guide](#).
- Course Syllabi: Review recent course syllabi posted by instructors by logging on to [LATTE](#).
- UWS Course Descriptions: Complete course descriptions for UWS courses are available on the Writing Program Web site.
- First Year Seminars (FYS): Consider taking a First Year Seminar in the fall or spring semester that is of interest to you.
- Review the *Courses of Special Interest*, www.brandeis.edu/registrar/schedule/specialinterest.html

General University Requirements

As you plan your first semester of college, it is more important to explore your intellectual interests than to fulfill requirements. There is no advantage in attempting to satisfy all general university requirements quickly; students are urged to explore unfamiliar fields and take a variety of different classes from across many disciplines. At Brandeis, it is very common for students not to complete their general university requirements until sophomore or junior year.

Students are required to take a minimum of three classes (twelve credits) each term and must take a minimum of seven classes (twenty-eight credits) each academic year. *Generally first-year students find four courses per semester to be a manageable course load.*

Course Load	# of classes	Equivalent # of credits/units
Ideal first semester	4 - 4.5	16 - 18
Minimum/maximum per semester	3 / 5.5	12 / 22
Minimum/maximum per year	7 / 11	28 / 44

Permission to carry fewer classes than outlined above may be granted by the Committee on Academic Standing (COAS) and only on grounds of illness or personal hardship.

Permission to work at the six classes per semester rate may be granted by the Committee in exceptional circumstances; however, *under no circumstances will first-year students be granted permission to work at the six classes per semester rate.*

Required University Writing Seminar (to be taken during the first year)

University Writing Seminar (UWS)

The Brandeis curriculum places a strong emphasis on writing. University Writing Seminar (UWS) focuses on strategies and techniques of college-level argument taught through the exploration of a subject. Course readings of 400–500 pages typically include books and articles as well as excerpts of longer works collected in source packets. In four papers of increasing complexity (thirty pages total), students learn to frame analytical questions, make original claims, structure complex ideas, integrate sources of various kinds, and revise for greater cogency and clarity. Each course assigns a close reading essay, a lens essay, a research-based argument, and a paper in another genre. Students prepare for each of the four major essays through short pre-draft assignments as well as drafts that the instructor comments on in writing and discusses with the

student in individual conferences. Students examine their own writing in draft workshops and in small groups. The course also teaches the basic skills of research, from using the library to appropriate citation of sources.

Students may enroll UWS in the fall or spring for their first year. However, students who enroll in COMP in the fall must take UWS in the spring.

Composition Course (COMP)

Brandeis offers a composition course (COMP) for incoming students who would benefit from additional writing instruction. The course reviews the elements of an effective essay, offers opportunities for revision, and develops students' analytical skills. Each class has a limited enrollment and is taught by an experienced instructor. Students who need to enroll in COMP are contacted directly by the Director of University Writing Program, Dawn Skorczewski.

Students may enroll in one UWS class in their first or second semester. Students who enroll in COMP in the fall must take UWS in the spring.

University Writing Requirement: Writing Intensive (wi) and Oral Communication (oc)

All students must complete at least one writing-intensive (wi) course. Students then have a choice of whether to complete a second writing-intensive course or an oral communication (oc) course.

- Writing-intensive courses are offered in almost all departments and include a significant emphasis on writing.
- Oral communication courses are offered in many departments and include a significant emphasis on oral presentation skills.
- Many advanced language classes (courses numbered at the 100-level) are approved for oral communication. For course specifics, refer to the individual language programs.

School Distribution

Students are required to complete one course in each of the four schools: creative arts, humanities, science, and social science. Fulfillment of the school distribution requirement can begin at any time and can be accomplished by selecting courses from a variety of disciplines. Courses that meet the school distribution are noted with the school code on the *Schedule of Classes*.

Foreign Language (fl)

Gaining proficiency in a foreign language is a crucial step toward expanding our understanding of international conflicts and participating actively in the resolution of these global issues. The foreign language requirement reflects the belief that understanding the language of others in addition to knowing one's own language is central to our society. Students fulfill the requirement by demonstrating an intermediate level of proficiency in a foreign language. This may be accomplished by successfully completing the third level (a course numbered at the 30-level) or higher of any of the many languages taught at Brandeis. There are other ways to demonstrate language proficiency which are noted in the spotlight section below.

Unless you have NEVER studied the language you want to learn prior to coming to Brandeis, you will need to take a placement test to determine at which level you should begin your foreign language course work. Go to www.brandeis.edu/registrar/newstudent for additional information.

A few of the placement tests are self-scoring. If your score on one of these tests is on the borderline between two levels of instruction, it is generally recommended that you enroll in the more advanced level of the course. If you do not complete the placement test for a language you have studied before, your enrollment in a class in which you are inappropriately placed may be revoked.

Students should be aware that most languages taught at Brandeis require a grade of C- or higher in levels 10, 20, and 30 in order to be eligible to enroll in the next course in the language sequence.

Spotlight on How to Earn an Exemption from the Foreign Language Requirement

Students may earn an exemption from the foreign language requirement through one of these mechanisms:

1. Successful completion of the appropriate language exemption exam. The examination tests a student's proficiency in written and oral expression, reading comprehension, and grammar. Students are expected to perform all these tasks at an intermediate level of proficiency. This exam is for students who have acquired knowledge in a language outside of Brandeis. It is not meant to be an exam for students who, after only one or two semesters of language study at Brandeis, want to attempt "testing out" of the language requirement.
2. Successful completion of the appropriate language exemption exam to demonstrate proficiency in a language other than English which is NOT taught at Brandeis. This option is for students who can read, write, speak, and comprehend in a language other than those taught at Brandeis. Students who can document that they attended a secondary school in which the language of instruction was not English will automatically be exempted from the language requirement. Interested students should go to <http://www.brandeis.edu/registrar/forms/foreign-language.html>; choose "Foreign Language Exemption Petition" (for languages NOT taught at Brandeis), complete the petition and submit it to the Office of the University Registrar.
3. Submission of documentation of earning a score of 620 or higher on a foreign language SAT II exam.
4. Submission of documentation of earning an acceptable AP test score on a foreign language exam. Refer to the AP chart at the back of this guide. For more information about AP exam credit, please refer to page eleven of this publication and also the *Bulletin*.

Non-Western and Comparative Studies (nw)

Students must complete a one-semester course that examines a particular culture, society, or region of the non-Western world or that systematically makes comparisons across cultures. The requirement aims to enlarge students' understanding of the literature, culture, politics, worldviews and/or art of Asia, Latin America, Middle East, Africa, or Oceania. Through the study of non-Western societies in their original settings, it is expected that students also will gain a better understanding of minority groups and Diasporic cultures (such as African-American, Latino, Asian, and Muslim) in the United States and the West in general.

Physical Education (pe)

The physical education requirement consists of two non-credit physical education courses. Physical fitness is considered a key component to educating the whole person. The physical education department's curriculum focuses on fitness, dance, and lifetime sports. Students may take a physical fitness exam to be exempted from the physical education requirement. Testing for first-year students will be held Wednesday, August 26, 2009 from 1:00-4:00pm in the Gosman Center Fieldhouse. Sneakers and comfortable clothing are required. Please allow 30 minutes for the test. The test will consist of: Cardio (12 minute run), Flexibility test (sit and reach), Body Mass Index (test body fat composition), and Muscular strength and endurance test (sit-ups and push-ups).

A score of 70-79 exempts you from one (half of the requirement), and a score of 80 or better will exempt you from two classes (total requirement). If you exempt yourself through testing from all or part of the requirement and have already registered for a PE class, you can drop your PE course selection during the add/drop period at the start of the semester.

Student athletes can also meet the physical education requirement through participation on a varsity athletics team. Completion of one full season of participation on a varsity athletics team, as verified by the Department of Athletics, is equal to the completion of one semester-long noncredit PE course.

Quantitative Reasoning (qr)

Quantitative reasoning courses are offered in various disciplines and share a commitment to enabling students to understand, interpret, analyze, and evaluate numerical data and other quantitative information. In order to fulfill this requirement, students must complete a one-semester course, or a one-semester course plus the accompanying lab. Please note that calculus does not fulfill this requirement.

Summary of General University Requirements

First Year Requirements	Requirements to Be Completed before Graduating
<p>Writing Courses</p> <ul style="list-style-type: none"> • Composition (COMP, if placed) • University Writing Seminar (UWS) 	<p>School Distribution</p> <ul style="list-style-type: none"> • One course from each school: creative arts (ca), humanities (hum), science (sn), social science (ss) <p>Foreign Language</p> <ul style="list-style-type: none"> • Demonstrated proficiency at the intermediate level in a foreign language (fl). See page five for details. <p>Non-Western and Comparative Studies</p> <ul style="list-style-type: none"> • One non-Western course (nw) that focuses on the societies, cultures, and world-views of Asia, Africa, or Latin America. <p>Quantitative Reasoning</p> <ul style="list-style-type: none"> • One quantitative reasoning (qr) course. <p>Physical Education</p> <ul style="list-style-type: none"> • Two physical education courses (pe). Requirement may be met in other ways; see page six. <p>Writing Requirement and Oral Communication</p> <ul style="list-style-type: none"> • One writing-intensive course (wi). • A second writing-intensive course (wi) or one oral communication course (oc).

Students may satisfy multiple requirements with a single course, for example, Introduction to Economics (ECON 2a) fulfills both the quantitative reasoning and the school of social science requirement. However, there are some important restrictions on the double counting:

- The three-course **foreign language** sequence may not be applied toward the school distribution in the humanities.
- No single course in a student's program may satisfy both the **quantitative reasoning** requirement and the **science component** of the school distribution requirement.
- A single course can satisfy either the **writing-intensive** OR the **oral communication** requirement.
- A single course may be used toward **school distribution** for only one school. For example, a course might belong to both creative arts and humanities, but it will fulfill the school distribution requirement for only one of those schools, not both.

Determining which Language Class to Take

Unless you have NEVER studied the language you want to learn prior to coming to Brandeis, you will need to take a placement test to determine at which level you should begin your foreign language course work. If you do not complete the placement test, your enrollment in a class in which you are inappropriately placed may be revoked. See www.brandeis.edu/registrar/newstudent for the placement exams.

Students should be aware that most languages taught at Brandeis require a grade of C- or higher in levels 10, 20, and 30 in order to be eligible to enroll in the next course in the language sequence.

Descriptions of Language Course Levels: These descriptions are based on the ACTFL Proficiency Guidelines (www.sil.org/languagelinks/languagelearning/OtherResources/ACTFLProficiencyGuidelines/contents.htm), which we use as the basis for our language curriculum. These descriptions apply to the courses in Ancient Greek, Arabic, Chinese, French, German, Hebrew, Italian, Japanese, Latin, Russian, Spanish, and Yiddish. Please note that the description of 100-level courses provided below does NOT apply to courses in Arabic, Hebrew, and Russian. For information on 100-level courses in these languages please visit the specific language program's website.

- Level 10: Students who enroll in a 10-level course have no experience or only minimal experience studying the language. When they enter this course, students have essentially no ability to understand, speak, read, or write the language beyond isolated words or high-frequency phrases.
- Level 20: Students who enroll directly in a 20-level course can understand some simple face-to-face conversations and can initiate and minimally sustain basic face-to-face conversations. On a limited basis, they can ask and answer questions, and they can understand main ideas or facts from simple texts, such as public announcements, instructions dealing with public life, and so on. They can write short messages, take simple notes, and create simple statements and questions.
- Level 30: Students who enroll directly in a 30-level course can understand spontaneous face-to-face conversations and beyond, such as telephone conversations and simple announcements. They can ask and answer questions and participate in simple conversations about themselves and family members, as well as topics related to daily life. They can understand short descriptions of persons, places, and things, and simple factual texts. They can write short, simple texts on topics related to their personal experiences, such as their daily routine and everyday events. At the 30-level, students are encouraged to choose a course that focuses on an area that interests them. In all courses at the 30-level (32, 34, and 35), students will read, write, speak, and listen to the language in a culturally authentic setting. NOTE: Latin and ancient Greek students who enroll in 30-level should have completed study of most or all grammatical elements. When they enter this level, students can read simple sentences in basic vocabulary and can, with a dictionary, work through simplified passages.
- Level 40, 49, 103 and 104: Refer to the *Bulletin* for complete prerequisites for this level. Students who enroll at this level can understand longer stretches of connected discourse on a number of topics pertaining to different times and places, although they may miss some details. They can perform successfully in many uncomplicated communicative tasks and social situations. They can read, with full understanding, texts dealing with basic personal and social needs with which they have some experience, and they understand main ideas from texts featuring description and narration. They can write simple letters, brief synopses and paraphrases, summaries of biographical data, and summaries of work and school experiences.
- Level 105: Refer to the *Bulletin* for complete prerequisites for this level. When students enter this course level, they can understand long stretches of connected discourse on a variety of topics pertaining to different times and places. They can perform successfully most uncomplicated communicative tasks and social situations. They can read with full understanding texts dealing with basic personal and social needs, and they understand many ideas from texts featuring description and narration. They can write letters, longer synopses and paraphrases, longer summaries of biographical data, and longer summaries of work and school experiences.
- Level 106: Students in Spanish must take 105 before enrolling in 106. For students in French and Italian, we recommend that 105 be taken before 106. Refer to the *Bulletin* for complete prerequisites for each course. When they enter this course, students can understand main ideas and some details of connected discourse on a variety of topics beyond one's immediate situation. They can perform successfully most uncomplicated communicative tasks and social situations. Most students can read with full understanding texts dealing with basic personal and social needs, and they understand main ideas from more complex texts featuring description and narration. Some students are able to follow essential points in texts that address areas of special interest or knowledge. They can write letters, synopses and paraphrases, summaries of biographical data, simple stories, and summaries of work and school experiences. Some students are able to write routine social correspondence and slightly more complex discourse of at least several paragraphs on familiar topics.

Advising, Majors, and Minors

Academic Advising

All students at Brandeis are assigned an academic adviser, who is a faculty member or full-time staff member in the student services area. Your adviser is a resource and someone you can turn to with your questions about academics in college. Your adviser will be able to discuss in broad terms your academic experiences, what you hope to learn at Brandeis, what questions you have, and the opportunities available within their respective departments.

Should you have questions about the class schedule, requirements or regulations, there are a variety of advising resources on campus. We encourage you to contact the Office of Academic Services for advice between the hours of 1:30 to 4:30 p.m., Monday through Friday. Current Brandeis students and professional staff in the Office of Academic Services will be happy to assist you. Once on campus, you can stop by the Office of Academic Services during our drop in hours from 1:00 to 5:00 p.m., Monday through Friday. You may also want to meet with the Roosevelt Fellows, who are undergraduate peer advisers representing a wide variety of majors and minors, or consult with Undergraduate Departmental Representatives who serve as resources for the individual majors and minors offered at Brandeis.

In college, the adviser-student relationship is much more independent. Unlike in high school, your adviser will not simply tell you in which courses to enroll. The role of the adviser is to question you and challenge you, as well as to support you. An adviser helps shape your larger college experience, rather than answering questions about requirements and regulations. In college, the expectation is that students will take the initiative to meet with their advisers. You should plan to schedule meetings with your academic adviser at least twice a semester, once at the beginning of the semester and once before registration.

Majors

A major is the particular subject area which you will study in depth and in which you are expected to develop some expertise. The importance of the major is to develop critical thinking skills in a particular subject area. Students must complete one major; typically, majors are not declared until the end of the sophomore year. If you are undecided, as most students are, you may want to look through the descriptions of the fields and courses that have the most appeal. You are encouraged to explore a full range of options. You may consider enrolling in introductory courses in a number of departments to help you determine what would be a good fit.

It is also important to remember that the relationship between one's major and career is not necessarily direct. Many students believe that to pursue certain careers, they must have corresponding majors. A liberal arts education is one in which writing and critical thinking skills and passion for the chosen area of study are central to future vocational success. Students are encouraged to visit the Hiatt Career Center for career guidance and may wish to complete the Type Focus Assessment which is just one of several assessment tools offered by Hiatt.

Majors Offered

African and Afro-American Studies
American Studies
Anthropology
Art History
Biochemistry
Biological Physics
Biology
Chemistry
Classical Studies
Comparative Literature
Computer Science
Creative Writing
East Asian Studies
Economics
Education Studies
English and American Literature

Environmental Studies
European Cultural Studies
Film and Visual Media Studies
French and Francophone Studies
German Language and Literature
Health: Science, Society, and Policy
Hebrew Language and Literature
Hispanic Studies
History
Independent Interdisciplinary Major
International and Global Studies
Islamic and Middle Eastern Studies
Italian Studies
Language and Linguistics
Latin American and Latino Studies
Mathematics

Music
Near Eastern and Judaic Studies
Neuroscience
Philosophy
Physics
Politics

Psychology
Russian Language and Literature
Sociology
Studio Art
Theater Arts
Women's and Gender Studies

Minors

A minor consists of a coherent group of courses defined by a department or an interdepartmental program. Minors can be a limited version of a major, a more specialized subset of a particular field of study, or a structured opportunity to explore areas of study that are interdisciplinary in scope. Minors are optional. Students may declare a maximum of three minors; satisfactory completion of a minor is noted on a student's transcript. For a list of minors offered at Brandeis see the *Bulletin*.

Special Interests

Academic Accommodations for Students with Disabilities

If you are a student with a disability and anticipate needing academic accommodations, you should submit documentation to the university as soon as possible over the summer so that accommodations and services can be determined in time for the academic year. You can find more information about submitting documentation, requesting accommodations, and the range of services and resources available to students with disabilities online at www.brandeis.edu/as/dis or by contacting the coordinator of disabilities services and support, Beth Rodgers-Kay, at 781-736-3470.

Pre-Medical/Pre-Health Interest

If you are interested in attending medical, dental, or veterinary school, there are courses you will need to take during the next four years to satisfy the requirements for admittance. These are general chemistry with lab, biology with lab, organic chemistry with lab, and physics with lab. However, you do not need to major in a science to be admitted to medical school, and medical schools often look for students with a wide variety of academic interests.

General chemistry with lab is a two semester requirement which must be started in the fall and continues in the spring. There are two levels of chemistry. You should select your level based on your high school preparation, SAT II score, or AP score. You can find a chemistry placement exam online at www.brandeis.edu/registrar/newstudent. In addition to the placement exam, there will be a diagnostic placement test administered on the first day of class.

Note: Chemistry labs have limited enrollment. It is in your best interest to note available lab times in the *Schedule of Classes* when choosing your UWS options as well as the rest of your classes.

Many medical schools require at least one semester of calculus. You may consider enrolling in a pre-calculus or calculus course in your first year. Since calculus is offered at different levels, if you plan to take calculus in the fall semester you will need to take a math placement test before enrolling. In addition to the placement exam, there will be a diagnostic placement test administered on the first day of class to help ensure that you are placed appropriately.

Many medical schools require one year of English. Enrollment in UWS, along with the requisite writing-intensive courses, fulfills the English requirement. This course sequence will suffice for many medical schools.

There will be a general meeting during orientation to discuss these requirements and other information about pre-medical/pre-health studies at Brandeis. (Consult your orientation schedule for time and location of this meeting.) In addition, information sessions are held throughout the term. In the meantime, you can read more about pre-medical/pre-health studies and advising at www.brandeis.edu/as/prehealth.

Special Academic Opportunities

First Year Seminars (FYS)

One of the best things about a Brandeis education are the opportunities students have throughout their studies for interactive, intellectual engagement with faculty in small classes. First year students who are enrolling in large introductory lecture courses in such fields as chemistry, economics, and psychology, and all others interested in experiencing a seminar environment, are strongly encouraged to enroll in an optional First Year Seminar in their first or second semester at Brandeis. A seminar is a small, intimate setting in which the student becomes an active partner in dialogue, both with the professor and with other students. In an FYS you will get to know and learn from your classmates through discussions about topics that are of interest to you all, and will be taught by a professor who truly enjoys both teaching and getting to know first year students. You are likely to develop many connections that will last throughout your four years at Brandeis and even beyond.

Experiential Learning Courses and the Justice Brandeis Semester

Brandeis encourages students to seek out courses that are “experiential,” meaning that students actively learn by doing. This often means going beyond the Brandeis campus—for example, to conduct fieldwork in local towns to analyze water quality or to record an oral history of a neighborhood. All internships and study abroad are considered experiential learning. In addition, Brandeis offers courses that involve joint projects with a community organization (“community-engaged learning”).

Other experiential courses involve hands-on learning right in a classroom, laboratory, or studio. In these courses students might conduct scientific research, use computer programming to make an animated film, or create and perform music, poetry, or dance.

In the summer of 2010 and in semesters thereafter, the university will introduce the Justice Brandeis Semester, an intensive, immersive experiential learning option through which small groups of 12-15 students may earn at least 12 credits (the equivalent of three courses) while focusing on such varied topics as Ethnographic Fieldwork, Environmental Justice and Legal Rights, Web Programming for Social Networks, or a Theater Arts Shakespeare Production. The linked courses (for example, Designing Ethnographic Research and Anthropological Inquiry) will also include experiential learning components, such as fieldwork, internships, or research.

The common elements in all experiential courses are that students have the opportunity to a) make connections between theory and practice, b) explore situations where the final outcome is unknown, c) take on project responsibilities and be accountable for results, and d) engage intellectually, creatively, emotionally, and physically. A list of experiential learning courses and further information is available at www.brandeis.edu/experientiallearning.

Study Abroad/Off-Campus Study

If you are interested in studying abroad during your time at Brandeis, there are a few things that you should consider. Brandeis offers more than 240 different approved programs in sixty-six countries. The earlier you start planning, the more likely you are to find a program abroad that will complement your academic and personal goals. Roughly 40 percent of the junior class studies abroad, including students who are pre-med or those who major in the natural sciences.

To learn more about this opportunity, you should attend a general information session that outlines the procedures for studying abroad and then make an appointment to speak with a study abroad staff member. A separate session held in the beginning of the semester covers the issues you should think about in your first year if you are considering studying abroad.

All students must demonstrate a basic knowledge of French, German, Hebrew, Italian, or Spanish, as evidenced by having successfully completed levels 10 and 20 or the equivalent proficiency before going abroad to the respective countries. Therefore, you are encouraged in your first year to begin a language or continue studies in a language you already have had some experience with. Studying overseas in China, Japan, or Russia usually requires prior intensive study, and thus continued study in these languages is also encouraged.

You can earn credit towards your major, minor, and general university requirements with careful planning and approval from your adviser before studying abroad. School distribution and non-Western and comparative studies are the easiest to transfer in from abroad, while quantitative reasoning, writing-intensive, and oral communication courses should be taken at Brandeis.

Studying abroad can enhance your college academic experience, strengthen your language skills and make you more competitive in the job market. There will be a general meeting during orientation to discuss study abroad opportunities at Brandeis. (Consult your orientation schedule for time and location of this meeting.) In addition, information sessions are held throughout the term. In the meantime, you can read more about study abroad online at www.brandeis.edu/abroad.

Dual Bachelor's/Master's Degree Programs

The four-year bachelor's/master's programs are designed to enable exceptionally gifted undergraduates to earn two degrees simultaneously during their period of study at Brandeis. Any program offering graduate study is eligible to offer a four-year, dual-degree program. At present, participating programs are anthropology, biochemistry, biology, chemistry, history, mathematics, neuroscience, and physics. Please consult the individual departmental listings in the *Bulletin* for details regarding requirements and application procedures. Advance planning is required in order to complete these programs. If a student has not completed the requirements for the master's portion of the program at the end of the fourth year, then only the bachelor's degree is awarded.

Some departments offer five year programs as well, consult the individual departmental listings in the *Bulletin* for details regarding requirements and application procedures.

Columbia University School of Engineering Combined Degree Program

Brandeis and Columbia have an agreement under which students can spend three years at Brandeis and two years at Columbia and earn two bachelor's degrees, one from Brandeis in an appropriate major and one in a field of engineering from Columbia. Students must complete the general education course requirements at Brandeis and most of the requirements for their major during their three years here, along with taking the necessary courses for the particular field of engineering they intend to pursue at Columbia. These include a number of math and physics courses, in addition to several others that vary with the different engineering fields.

Students do not officially sign up for this plan at Brandeis, and they only need to apply to Columbia in their third year. However, because fitting everything into three years at Brandeis takes some care, it is important that students discuss their plans with the 3/2 Combined Plan coordinator at Brandeis as soon as they arrive in the fall. For more information, including a curriculum guide to help plan your courses at Brandeis, please see the Columbia School of Engineering and Applied Science Web site, at www.engineering.columbia.edu, and look at pages concerning the Combined Plan. The Brandeis undergraduate contact is Robert Meyer, professor of physics.

Columbia University Law School

Brandeis is affiliated with Columbia University Law School in a special program that allows two outstanding students to gain admission to the law school after three years at Brandeis. Students must have completed twenty-eight courses, taken the Law School Admission Test, and been nominated by Brandeis after a rigorous screening process. Students accepted by the Columbia University Law School will complete their four courses required for the completion of the Brandeis degree during their second and third years at the law school. They will be awarded the Brandeis BA and the Columbia JD simultaneously. Students interested in this program are advised to seek additional information from the Office of Academic Services at the outset of their fourth semester.

Tufts University Early Assurance Program

Each year, a select group of students from Brandeis are granted special early acceptance to Tufts University School of Medicine in Boston. Interested students may apply to the program in the spring of their sophomore year (the application deadline is usually March 1). Candidates for this program are expected to have attained a science GPA (in biology, chemistry, physics, and math) and total GPA (from all courses) of 3.5 or better. Students must also complete the following courses by the end of their sophomore year: two semesters of

biology and general chemistry, both with accompanying laboratory; and one semester of organic chemistry with accompanying laboratory. Competitive applicants should also have some volunteer or employment experience in health care. Students accepted to the program must take the MCAT, though no minimum score is required. An information session about the Tufts University Early Assurance Program is usually held early in the spring semester. Any student interested in applying to the Tufts program is encouraged to meet individually with the Assistant Dean for Health Professions Advising prior to initiating his or her application.

Olin College Certificate in Engineering

Olin College offers a five-course certificate in engineering for students at Brandeis University as part of a special collaboration. This certificate is not equivalent to an engineering degree, but represents a substantial investment in engineering courses that could help students pursue a wider field of post graduate opportunities in industry or graduate school. The courses of study are designed to provide the student with a fundamental understanding of an engineering field, and typically consist of courses ranging from introductory engineering courses to advanced courses.

One of the five courses may be an approved Brandeis course with the remaining four taken through cross-registration at Olin. There are six programs of study: engineering design, materials engineering, bioengineering, electrical and computer engineering, mechanical engineering, and engineering systems.

For students who want to concentrate their studies and immerse themselves in a team-based engineering environment through residence at Olin, there is an option to enroll at Olin for a semester. For further details and to explore academic options, please consult with either Robert Meyer (Physics) or Timothy Hickey (Computer Science). For direct consultation at Olin, contact the Certificate Program Coordinator, Mark L. Chang, mark.chang@olin.edu or 781-292-2559.

Academic Coursework and Religious Observance

Brandeis is a university that embraces students of a wide diversity of religious traditions. It is the policy of the university that instructors strive to facilitate students' religious observance by allowing absence from classes for such purposes and by trying to ensure that no examinations, written reports, oral reports, or other mandatory class assignments are scheduled for or due on such holy days; and that instructors provide ample opportunities for such students to make up work missed on such occasions without penalty. The following is a list of guidelines developed by the Committee for the Support of Teaching, with the input of the Office of the Chaplaincy, regarding academic coursework and religious observances.

1. In constructing the academic calendar, religious holy days will not be the sole factor in determining days on which classes will be held or suspended. In the academic calendar there are some religious holidays that are traditionally indicated as days when the university is closed (Rosh Hashannah, Good Friday); however, there are many other days of religious importance to the community (Eid) when the university is not closed. Jewish holidays begin at sundown of the previous evening and end at nightfall of the day listed. Therefore, a student may have a legitimate reason for missing a class, whether or not the holiday is formally recognized in the university calendar.
2. Students should review their syllabus at the beginning of each term to determine if there are any conflicts between class time and religious observance. It is the student's responsibility to inform the instructor of these conflicts within the first two weeks of the semester. Students who miss class will be required to complete any work that is missed, and they may be required to submit additional assignments to make up for the missed class time.
3. Should a student need to miss class for religious reasons, the absence should be excused. Missing a class due to travel plans associated with a particular holiday does not constitute an excused absence.
4. If a faculty member wishes to schedule an exam or work due on the day immediately following a religious holiday, this assignment should be listed in the syllabus or be given two weeks in advance of the due date.
5. If an instructor believes that a student's request is not one that can be accommodated, he or she should promptly notify the student in writing or by email. If the student feels that a reasonable

accommodation is being denied, he or she should discuss the issue with the relevant department chair or program chair.

6. If an instructor has questions about the nature of a particular holiday or would like a list of major holidays, he or she should consult either the Office of the Chaplaincy or the Office of Academic Services.

Final Examination Schedule

The final examination schedule is published every year in the *Bulletin* and can also be found online at www.brandeis.edu/registrar/cal.html. Not all courses have a final exam scheduled during the exam period; the instructor will have complete information regarding final exams for their particular class on the course syllabus which all students should receive on the first day of instruction for that class.

Personal Directory Information

Information about students which appears in the Brandeis University Directory is taken from data supplied by students. Changes to address and contact information as well as personal privacy settings may be made at any time through sage (the University's online student records system) sage.brandeis.edu.

A student may use the personal privacy settings within sage to indicate which items of directory information, if any, appear in the University Directory. To access this function in sage, log on and go to: Student Services > Personal Portfolio > Directory Restrictions/Privacy Settings.

Request for a change of name requires the presentation of two forms of identification, one of which is a picture ID, at the Office of the University Registrar in Kutz 121 during regular business hours. Name change requests must be accompanied by legal proof of name change, i.e., a copy of court order or marriage certificate or driver's license or Social Security Card. Records are normally updated within 24 hours.

Public Notice Designating Directory Information

The university designates the following categories of student information as public "directory information." Such information may be disclosed by the institution for any purpose, at its discretion. The university makes student directory information available electronically (as an online directory) at the start of the fall semester. Currently enrolled students and newly matriculated students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974. Students may use the personal privacy settings within sage to restrict disclosure of directory information, all or in part. Changes to privacy settings may require up to 48 hours to take effect.

Brandeis University assumes that failure on the part of any student to specifically request the withholding of public information indicates individual approval for disclosure.

Category I - Name, local addresses (including electronic address) and telephone number, home address and telephone number, date of birth, and photographic or digital likeness.

Category II - Dates of attendance and major at Brandeis, previous institution(s) attended and major field of study, awards and honors, degree(s) conferred and date(s) conferred, full-time/part-time status, class (i.e., freshman, sophomore, etc.).

Category III - Past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes).

Additional Online Resources

Office of Student Academic Services

www.brandeis.edu/as.html

Office of the University Registrar

www.brandeis.edu/registrar.html

sage (Brandeis online student records and registration system)

sage.brandeis.edu

First Year Services Resources Portal

www.brandeis.edu/as/fys/resources.html

Brandeis University Bulletin

www.brandeis.edu/registrar/catalog.html

Online Placement Tests

www.brandeis.edu/registrar/newstudent.html

Advanced Placement Frequently Asked Questions (FAQs)

www.brandeis.edu/as/adp/ap.html

Pre-Health Program Information

www.brandeis.edu/as/prehealth.html

Academic Department and Program Websites

www.brandeis.edu/academics.html

Undergraduate Advising Heads

www.brandeis.edu/as/fys/uah.html

Undergraduate Departmental Representatives

www.brandeis.edu/das/udr.html