

# SECRETS TO SOAR

## Insider Tips for Auburn's Transfer Students

### Class Registration time is near!

While we are midway through the fall semester, it is already time to start looking toward the next semester and thinking about what classes you plan to take. Class registration begins to open on November 4th based off of the number of hours you have completed. Make sure to start planning your class schedule now so you are ready when your specific time ticket opens.

#### Here are some frequently asked questions to help you:

##### When do I register?

Your specific time ticket will be posted to your AU Access three weeks prior to registration. Your time will be listed on the My Academics tab under the Academic Profile heading.

##### How do I register for classes?

Check out a how to video at [fye.auburn.edu/orientation/class-registration-assistance/](http://fye.auburn.edu/orientation/class-registration-assistance/) or the attached page from your Tiger Transitions book. This will walk you through the registration process.

##### Where can I see when the classes are offered?

The easiest way is to use Tiger Scheduler which we explain more on the next page.

##### What do I do if it says there is a hold on my account?

You will need to contact the specific office the hold corresponds

with to get it resolved and removed. It is a good idea to click the "View Holds" link on the My Academics tab before your time ticket opens so you can resolve any holds before your registration time starts.

##### Should I meet with an Advisor before registering?

YES! Some colleges may even require it before registering. It is ALWAYS a good idea talk with your advisor about what classes to take for the next semester and to make sure you are on the right track for your major/career path before you register. To schedule a meeting with your advisor use Advise Assist. The Advise Assist icon is in the My Academics tab and it will help you schedule an appointment with your advisor.



##### It says I need an alternate pin. What does this mean?

Since some colleges require advising, your advisor may put a special "alternate" PIN on your record to prevent you from registering until you meet with him or



her. Once you do, your advisor will change your alternate PIN and inform you of this number. After entering that number, you will be able to register for classes. (This is just another of the many reasons why it's so important to see your advisor before you register!)

##### What happens if I start registering and the class I wanted is closed?

If this happens, there are a couple of different things you can do.

1. You can do a class search or use Tiger Scheduler to see if the same course is offered at a different time.
2. You can try to waitlist the class if that is an option. If you get on the waitlist for a course, you will receive an email if a spot becomes available and you will then have 24 hours to claim it on AU Access.
3. You can see if there is another class you can take instead. It is a good practice to have some backup classes, like core courses or other alternatives, ready in case you run into any conflicts when you're registering.

Finally, if you do not get your perfect schedule when you first register, remember that you can continue adding and dropping classes through the first five days of the semester. People are frequently changing their schedules so keep an eye on it and a spot may open up.

### Dates To Remember

**Oct 4:** eBill Due. It was posted on September 12.

**Oct 7:** Deadline for Professors to submit Early Alert/Mid-Term Grades for all students in Core and First Year Seminar Classes. This is a great time to evaluate how you are doing in each of your classes and seek help if needed.

**Oct 10-11:** Fall Break (No Classes)

**Oct 17:** Deadline to request to move finals if you have more than two scheduled on the same day. You should request this through your Associate Dean.

**Nov 1:** Last Day to Withdraw from a course with no grade penalty. "W" assigned.

**Nov 4:** Spring Registration Begins. Be sure to check AU Access in late October for your specific registration time.

**Nov 8:** eBill Due. It will be posted on October 10.

**Nov 14:** First eBill of Spring semester posted. It will be due Dec 6. Schedules are subject to cancellation for non-payment.

**Nov 25-29:** Thanksgiving Break (No Classes)

**Dec 6:** Last Day of Fall classes

**Dec 9-13:** Finals

**Jan 8:** Spring Classes Begin

### Transfer Student Spotlight

Being a student at Auburn University is one of the best experiences that one can have, and I am honored to have the opportunity to receive an education from a school that is so dedicated to its students. Now that you are getting settled into the Auburn family, I hope that each and every one of you feel the same way that I do. At this point in my transfer experience, so much was going through my mind. I was beginning to write essays, I was getting my first test grades back, and I was trying to utilize campus resources while planning my schedule for the upcoming semester. At times, I found myself becoming overwhelmed but as I developed a set routine, things became so much easier. One of the best decisions that I made during this time was getting to know my professors and attending Supplemental Instruction (SI) sessions. The SI sessions helped me comprehend topics that I had a

hard time grasping during class which in turn, helped me do well on the tests. Some other resources that I have utilized on campus include the Miller Writing Center and the University Career Center in Mary Martin Hall. The Miller Writing Center provides students with assistance in writing essays, research papers, lab reports, and more. Every time I had to write an essay for one of my classes, I would make an appointment and meet with a tutor to make sure that everything looked good before turning it in. It was so nice to get this extra feedback before the professor graded the assignment. The Career Center has also been a huge part of my Auburn experience. Because of the help that I received, I was able to choose a major and career path that I loved and that I knew was right for me. I would highly encourage all students to take advantage of the available resources here because they have been so helpful for me.



**Rebekah Magnusson is a Junior majoring in Rehabilitation & Disability Studies from Gulf Shores, AL**

# SECRETS TO SOAR

## Let Tiger Scheduler help you schedule your classes better



Ever wondered if there were other ways your schedule could fit together so

Thousands of options too daunting? You can click and drag times on the schedule that you want to be avoided, or you can pin down specific class sections to help narrow down the options. You can also save the schedules you prefer most by clicking "Add to Favorites". This will allow you to easily find your best schedule again.

**Please note that Tiger Scheduler will not register you for these classes**, so make sure to open the Add or Drop link on the My Academics tab of AU Access and enter the CRNs that Tiger Scheduler provides. Also if you need to make any changes to your schedule, you will need to make the change on the Add or Drop Classes page (not Tiger Scheduler) so it is officially changed.

you could have Fridays off or all your classes in the morning? Tiger Scheduler is here to help show you all of the different combinations for your class times so you can pick the best schedule for you. Tiger Scheduler is located on your My Academics tab of AU Access. Once there, you can enter all of the courses you want to take and it will generate all of the possibilities.

While using Tiger Scheduler, you may get an error that says there are too many schedule possibilities. To fix this, just pin down a class section that you like and that will reduce the options available and fix the error.



## A note from the Involvement Ambassadors

Involvement is important for any Auburn student, no matter how many semesters you have attended or where you have come from. Through involvement you grow in friendship, professionalism, service, and, culture.

**Below are some tips specifically for transfer students on how to get involved at Auburn:**

- Meet with an Involvement Ambassador for a one-on-one involvement consultation
- Check for involvement opportunities on [AUinvolve](#). Events and interest sessions are constantly being added, and you can find those dates, times and locations under the Events tab on AUinvolve or on each organization's specific AUinvolve page.
- Use the "Ask an Ambassador" live chat feature on the [Student Involvement's website](#) to ask questions about involvement
- Fill out your interests profile on AUinvolve to find organizations that are specific to your interests
- Don't be afraid to step outside your comfort zone!

"Transferring to a different school was hands down one of the most nerve-racking things I have ever

done. As a Georgia native, I was not sure what to expect at a new school, let alone in a new state.



However, once I got to Auburn those fears quickly disappeared. And why you may ask? Involvement! Thanks to my time on campus and the involvement opportunities I put myself out there to be a part of, I have gained wonderful friends, mentors, and established an amazing Auburn family. From one transfer student to another, take it from me and get the most out of your time here by getting involved, taking in the awesome opportunities our school has to offer, and by creating your home away from home with the Auburn family! Welcome home and War Eagle!" -Amanda Ballouk (Involvement Ambassador Advisor)

If you have any questions for the Involvement Ambassadors, please don't hesitate to reach out!

There are opportunities everywhere and every day here at Auburn! There are involvement areas that meet once a week, once a month, and daily so you can find the group that best fits your needs. Even if you are starting to look this month, you can still find great opportunities for all of the student body to participate.

As Involvement Ambassadors, we represent Student Involvement and the 500+ student organizations on campus. Our job is to connect students with organizations that reflect their interests and to assist student organizations in any way we can. We are located in Suite 3130 in the Student Center Monday through Friday, and are available between the hours of 10 a.m. - 2 p.m. and 5 p.m. - 8 p.m.

## Apply to be an SOS Orientation Leader!

Do you want to help answer incoming transfer students questions, share your perspective, and tips and tricks you have learned to be successful here? Apply to be an Orientation Leader and make an impact on the incoming transfer students!

considered complete until you sign up for an interview time in 189 Foy (also due 10/24 at noon.)

You can come learn more about the job at our Information Session on **Tuesday, Oct 8 at 7:30 p.m. in Mell 2510, or drop in on Wednesday, Oct 16 from 3-4 p.m. to ask any lingering questions.**



We want you to be a part of our team because we really value your experience as a transfer student! If you feel like you do not know enough about the university right now, don't worry. We'll teach you everything you will need to know through our 10 weeks of training.

Applications for Camp War Eagle Camp Counselor or Parent Counselor with are available as well. These positions work with the incoming freshmen class and their families.

We hope to see your application!

Check out our website at [fy.e.auburn.edu/apply](http://fy.e.auburn.edu/apply) for more information about the job and to get the link to the application.

**Applications are due Thursday, October 24th at Noon** and will not be

### Transfer Tip:

Hey! Wednesday is Hey Day! Dating all the way back to World War II, Auburn University's student body and members of the Student Government Association pushed for a day that would unite the Auburn Family and promote a friendly atmosphere known as HEY DAY. Each year SGA carries on this tradition by handing out name tags and encouraging students, faculty, and the rest of the AU Family to greet each other. There will be nametags, free food, live music and more on the Greenspace beginning at 10 a.m.



FIRST YEAR EXPERIENCE  
STUDENT AFFAIRS



# Tiger Scheduler

## Find your optimal schedule

### 1 Navigate to Tiger Scheduler and select the term.

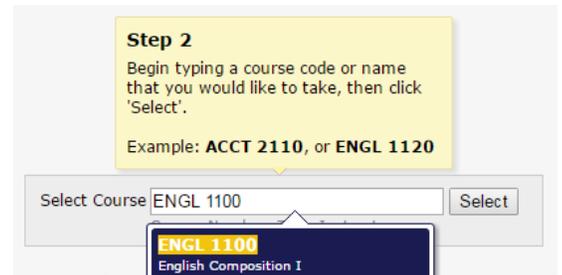
You can find Tiger Scheduler on the My Academics tab of AU Access.

Once you click the Tiger Scheduler logo, select your class term.



### 2 Enter your desired classes.

You can enter courses by the course code (ENGL 1100), title or instructor.



### 3 View the generated results.

You may get a lot of class schedule combinations.

*Sometimes you may see an error message because you have too many schedule options. See the next step on how to narrow your options before adding another class.*

Generated Results

◀ 1 of 115376 ▶

Include schedules containing

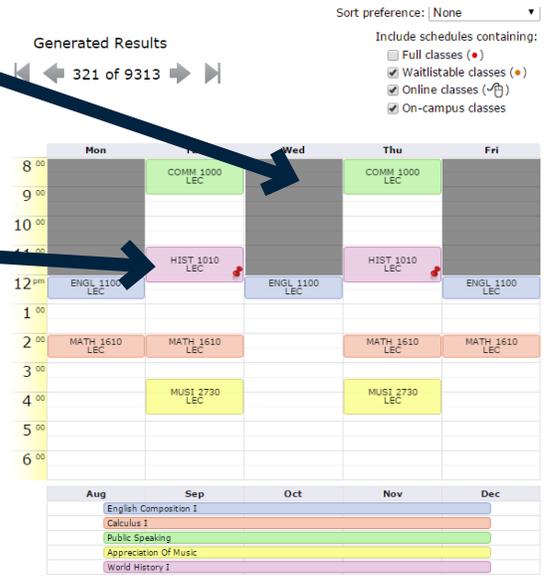
- Full classes (●)
- Waitlistable classes (●)
- Online classes (📺)
- On-campus classes

|         | Mon              | Tue              | Wed              | Thu | Fri              |
|---------|------------------|------------------|------------------|-----|------------------|
| 8:00    | MATH 1610<br>LEC | MATH 1610<br>LEC | MATH 1610<br>LEC |     | MATH 1610<br>LEC |
| 9:00    | COMM 1000<br>LEC |                  | COMM 1000<br>LEC |     | COMM 1000<br>LEC |
| 10:00   | ENGL 1100<br>LEC |                  | ENGL 1100<br>LEC |     | ENGL 1100<br>LEC |
| 11:00   | MUSI 2730<br>LEC |                  | MUSI 2730<br>LEC |     | MUSI 2730<br>LEC |
| 12:00pm |                  |                  |                  |     |                  |
| 1:00    |                  |                  |                  |     |                  |
| 2:00    | HIST 1010<br>LEC |                  | HIST 1010<br>LEC |     | HIST 1010<br>LEC |
| 3:00    |                  |                  |                  |     |                  |
| 4:00    |                  |                  |                  |     |                  |
| 5:00    |                  |                  |                  |     |                  |
| 6:00    |                  |                  |                  |     |                  |

| Aug                   | Sep | Oct | Nov | Dec |
|-----------------------|-----|-----|-----|-----|
| English Composition I |     |     |     |     |
| Calculus I            |     |     |     |     |
| Public Speaking       |     |     |     |     |
| Appreciation Of Music |     |     |     |     |
| World History I       |     |     |     |     |

## 4 Narrow and sort your options.

- › Click and drag times you do not want classes.
  - › Schedules that avoid these times will be prioritized in your results.
- › Pin down class sections you like.
  - › Tiger Scheduler will only show you schedules with that specific section.
- › Sort the results using the drop down menu in the upper right.



## 5 Add your preferred schedules to your favorites.

Once you find a schedule you like, save it for later by using the "Add to Favorites" link.

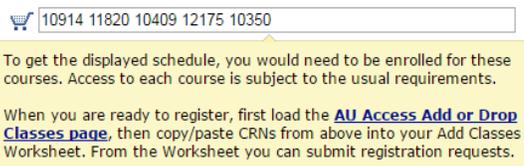
## 6 Register for your classes.

To get your preferred schedule, you need to enroll for those courses through AU Access.

Copy and paste the listed six digit Course Registration Numbers (CRN) into the Add or Drop Classes Worksheet screen in AU Access.

Then submit the registration request.

**You are not registered for the classes until you see **\*\*Web Registered\*\*** on the Add or Drop Classes Worksheet screen.**



*Updates are anticipated to the Tiger Scheduler System. These updates may change the look or functionality of Tiger Scheduler. Any changes to the system will be discussed during Camp War Eagle or SOS, or noted on Tiger Scheduler.*

# Class Registration

## Things to check prior to registration each semester

- › **Check your Registration Status.** You can view your specific registration time window on the My Academics tab in AU Access.
- › **Check for and Resolve Holds.** Using the My Academics tab, check to see if you have any holds that will prevent you from registering for classes. Contact the appropriate offices to remove any holds.

### 1 Navigate to My Academics tab of AU Access.

- › Log into AU Access (auburn.edu/auaccess). This will take you to the My Academics tab.

### 2 Go to the Add or Drop Classes Screen.

- › Click "Add or Drop Classes" in the Registration and Advising Section.
- › Select your term from the drop down menu.
- › You may be asked to enter a PIN. Your advisor will give you this number.
- › You will then see this Add or Drop Classes Screen



#### Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. You may drop a class using the Add or Drop Classes section. If you received financial aid for the term and you drop your last class, your aid will be charged a \$100 Resignation Fee.

#### Current Schedule

| Status                             | Action | CRN   | Subj | Crse | Sec | Level                               | Cred | Grade | Title                        |
|------------------------------------|--------|-------|------|------|-----|-------------------------------------|------|-------|------------------------------|
| **Web Registered** on Mar 10, 2016 | None   | 17440 | MATH | 1000 | 161 | Undergraduate 3.000 Standard Grades |      |       | College Algebra              |
| **Web Registered** on Mar 10, 2016 | None   | 16032 | UNIV | 1050 | 027 | Undergraduate 1.000 Standard Grades |      |       | Success Strategies           |
| **Web Registered** on Mar 10, 2016 | None   | 10370 | HIST | 1010 | 001 | Undergraduate 3.000 Standard Grades |      |       | World History I              |
| **Web Registered** on Mar 10, 2016 | None   | 16244 | ARTS | 1510 | 001 | Undergraduate 3.000 Standard Grades |      |       | Looking at Art: Appreciation |
| **Web Registered** on Mar 10, 2016 | None   | 10437 | COHM | 1000 | 018 | Undergraduate 3.000 Standard Grades |      |       | Public Speaking              |
| Waitlist on Mar 23, 2016           | None   | 17438 | ENGL | 1100 | 087 | Undergraduate 0.000 Standard Grades |      |       | English Composition I        |

Total Credit Hours: 13.000  
 Billing Hours: 13.000  
 Minimum Hours: 0.000  
 Maximum Hours: 16.000  
 Date: Mar 23, 2016 09:54 am

Any classes that you are registered for will be at the top.

### 3 Find the class.

- › To add classes, enter the Course Registration Number (CRN) here.
- OR**
- › Click the "Class Search" button at the bottom of the "Add or Drop Classes" screen. When looking up classes, select the subject then the course number. You will then see all of the section options.

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

#### Sections Found

#### Mathematics

| Select                   | CRN   | Subj | Crse | Sec | Cmp | Cred  | Title                                 | Days | Time              |
|--------------------------|-------|------|------|-----|-----|-------|---------------------------------------|------|-------------------|
| <input type="checkbox"/> | 12976 | MATH | 1680 | 080 | A   | 4.000 | CALCULUS WITH BUSINESS APPLICATIONS I | MTRF | 08:00 am-08:50 am |
| <input type="checkbox"/> | 12983 | MATH | 1680 | 081 | A   | 4.000 | CALCULUS WITH BUSINESS APPLICATIONS I | MTRF | 08:00 am-08:50 am |
| <input type="checkbox"/> | 14746 | MATH | 1680 | 090 | A   | 4.000 | CALCULUS WITH BUSINESS APPLICATIONS I | MWF  | 09:50 am-10:20 am |
| <input type="checkbox"/> | 12978 | MATH | 1680 | 160 | A   | 4.000 | CALCULUS WITH BUSINESS APPLICATIONS I | MWF  | 04:00 pm-04:50 pm |
| <input type="checkbox"/> | 12981 | MATH | 1680 | 355 | A   | 4.000 | CALCULUS WITH BUSINESS APPLICATIONS I | M    | 03:30 pm-03:50 pm |

Register Add to Worksheet Class Search

## 4 Add the class.

- › Closed classes are indicated with a C and open classes with a checkbox. When you find an open class, click the checkbox and click Register.
- › Once you see **\*\*Web Registered\*\*** you have successfully added the class.

Sections Found

| Select                              | CRN   | Subj | Crse | Sec | Cmp | Cred  | Title                 | Days | Time              |
|-------------------------------------|-------|------|------|-----|-----|-------|-----------------------|------|-------------------|
| <input type="checkbox"/>            | 11972 | ENGL | 1100 | 085 | A   | 3.000 | English Composition I | TR   | 05:00 pm-06:15 pm |
| <input checked="" type="checkbox"/> | 17437 | ENGL | 1100 | 086 | A   | 3.000 | English Composition I | MWF  | 08:00 am-08:50 am |
| <input type="checkbox"/>            | 17439 | ENGL | 1100 | 088 | A   | 3.000 | English Composition I | TR   | 02:00 pm-03:15 pm |

### Current Schedule

| Status             | Action          | CRN   | Subj | Crse | Sec | Level         | Cred  | Grade    | Mode   | Title                 |
|--------------------|-----------------|-------|------|------|-----|---------------|-------|----------|--------|-----------------------|
| **Web Registered** | on Mar 10, 2016 | 17440 | MATH | 1000 | 161 | Undergraduate | 3.000 | Standard | Grades | College Algebra       |
| **Web Registered** | on Mar 10, 2016 | 16032 | UNIV | 1050 | 027 | Undergraduate | 1.000 | Standard | Grades | Success Strategies    |
| **Web Registered** | on Mar 10, 2016 | 17438 | ENGL | 1100 | 087 | Undergraduate | 3.000 | Standard | Grades | English Composition I |

Total Credit Hours: 7.000  
 Billing Hours: 7.000  
 Minimum Hours: 0.000  
 Maximum Hours: 16.000

## 5 If a class is closed, use the Waitlist.

### Waitlists are not available during Camp War Eagle.

- › Getting on the waitlist does not guarantee you will get in the class. If a seat opens up, you will be notified by email and will have 24 hours to claim the seat.

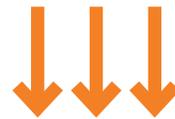
### Rules of the Waitlists:

- › If you are enrolled in a course, you cannot get on the waitlist of another section of the same course.
- › You can only waitlist one section of a course at a time.

### When choosing between sections, it may be helpful to see how long the waitlist is:

- › WL Cap = the capacity of the waitlist for that class.
- › WL Act = number of students on the wait list
- › WL Rem = number of waitlist spots still available

| Select                              | CRN   | Subj | Crse | Sec | Cmp | Cred  | Title                           | Days | Time              | Cap | Act | Rem | WL Cap | WL Act | WL Rem |
|-------------------------------------|-------|------|------|-----|-----|-------|---------------------------------|------|-------------------|-----|-----|-----|--------|--------|--------|
| <input checked="" type="checkbox"/> | 15956 | ENGL | 2250 | 003 | A   | 3.000 | Survey of American Literature I | MWF  | 10:00 am-10:50 am | 30  | 30  | 0   | 10     | 9      | 1      |



**To get on a waitlist, enter the CRN of the course.**

- › In the error message, you will see a dropdown menu to select "Waitlist".
- › Then click "Submit Changes."

### Registration Add Errors

| Status                | Action                                  | CRN   | Subj | Crse | Sec | Level         | Cred  | Grade    | Mode   | Title               |
|-----------------------|---|-------|------|------|-----|---------------|-------|----------|--------|---------------------|
| Closed - 0 Waitlisted | <input type="button" value="Waitlist"/> | 17438 | ENGL | 1100 | 087 | Undergraduate | 3.000 | Standard | Grades | English Composition |

Add Classes Worksheet

CRNs

|                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|