ADD, DROP, CHANGE GRADE OPTION

Add/Drop/Change Grade Option:
Friday--end of 2nd week of the quarter. Use Webreg.

Approval after deadline:
Submit an enrollment exception via STUDENT ACCESS.
• Documentation may be required.

***NOTE: A Drop AFTER 6th week will result in a "W."

CONCURRENT ENROLLMENT

• Concurrent enrollment is **REQUIRED** for courses with lecture and laboratory.

• It does not apply if you already have credit for either lecture or laboratory.

• Drop lecture you must drop laboratory and vice versa!

• NOT CONCURRENTLY ENROLLED means you will earn an "NR" for the lecture or laboratory you are enrolled in unless you have credit for either one

• You are also prevented from advancing into the next in the course series or a course where the prerequisite is both lecture & lab, i.e. 1C & 1LC needed for 51A and 1LD.

• **Courses with lecture and an accompanying laboratory must be taken with the same grade option (Grade or P/NP).

• On your transcript or enrollment verification, always include your NAME, STUDENT ID, CLASS, QUARTER, and CONTACT NUMBER. Without this information, we will not be able to help you.
MINIMUM GRADES TO MEET PREREQUISITES

Between Series Courses:

1P: C- and Above
1A-1B-1C and 1LC-1LD; M2LA-M2LB; M3C-M3LC: C- and Above
* For 51A completion of or concurrent enrollment in CHEM 1LD.*

51A-51B-51C and 51LB-51LC: C- and Above
M52LA-M52LB-M52LC; H52LA-H52LB-H52LC: C- and Above

Ending Courses in a Series:

1C; M3C-M3LC; 1LD: C- and above
* to advance to O Chem*

H2C-H2LC; 51C-51LC; H52LC-M52LC: D and Above

Upper Divisions:

D and Above

**An "NR" grade notation changes to an "F" grade at the END of the following quarter (i.e. NR – F11 turns to F – W12.).

INCOMPLETE GRADES
Do NOT enroll in a course when making up an "I". Select a course section and inform the instructor you are making up an Incomplete. An "I" changes to an "F" grade within 12 months after the incomplete received.

Email, Fax, or bring a copy of your transcript (it can be unofficial) to NS2 1101 in order to clear your prerequisite.

To check course prerequisite:
Access the online Schedule of Classes via the UCI main page. Select your chosen Chemistry course and click on the link entitled "Pre-requisites" next to the course name to view the course prerequisites.

REPEATING A CHEMISTRY COURSE?

Fall Chemistry 1A & 51A are restricted to certain majors only. These restrictions may not be lifted.

- Upper Division classes are restricted to Chemistry majors only until The Adjustment Period. Check WebSOC. You are UNABLE to access the class you wish to repeat when your WebReg window opens.

CHEMISTRY 1A or 1P
To help assess your preparation for General Chemistry 1A or 1P, check the guidelines for choosing the appropriate chemistry course. NOTE: The F14 Chemistry 1A prerequisites were changed. You will find this information on the following websites:
http://www.chem.uci.edu/undergrad
OR

NON-UCI COURSES
- Taking a course at another school to satisfy a prerequisite or did you already complete the equivalent of the prerequisite course at another institute?

ACCESS ENROLLMENT:
- ACCESS students have last priority for course space. A transcript is required for a prerequisite check.
- Access students do NOT pay a $50.00 lab fee.

WEB SITE:
**NOT ENROLLED IN A LAB @ 1st WEEK?**

**CHEMISTRY COURSE OFFERINGS**
If you are not enrolled in a general or an organic chemistry class at the end of the second week of classes, refer to the chart for the quarterly Chemistry Schedule available on the Chemistry Undergrad website: http://chem.ps.uci.edu/~upo/, Choose the General and Organic Chemistry Course Schedule to find out when the course is offered again.

No lab changes after week 1.

**LABS START WEEK 1!**

**GENERAL CHEMISTRY:**
Enroll through WebReg. You must be enrolled into a laboratory section by the end of the second week of the quarter. Students without a lab, go to the General Chemistry Stockroom, RH 256. You must attend the 1st week's g-chem lab. You may attend any G-chem lab section in order to complete the first lab. Keep your laboratory work and give it to the TA in the lab you ultimately enroll in through WebReg. There are NO MAKEUPS. Missed labs=zero credit.

Chemistry majors enrolled in Chem 1A-B-C lecture will enroll in Chem M2LA-LB-LC Lab.

**ORGANIC CHEMISTRY:**
Enroll through WebReg. NOTE: You must be enrolled into a laboratory section by the end of the first week of the quarter.

Students without a lab—go to RH 556, the Organic Chemistry Stockroom. You must attend the 1st week's O-chem lab. You may attend any O-chem lab section in order to complete the first lab. Keep your laboratory work and give it to the TA in the lab you ultimately enroll in through WebReg. There are NO MAKEUPS. Missed labs=zero credit.

**NOTE:** The Chemistry Department will drop students who aren’t concurrently enrolled in both lecture and lab once the first lab week is completed.

**If you switch lab sections, you must drop your old lab first before adding the new lab on WebReg**
LAB FEES

All Chemistry Lab courses are charged a $50.00 lab fee.

If you switch sections during the first week of classes, be sure you officially change your enrollment before 5pm, first Friday; otherwise, you may be double-billed for the lab fee. No lab fee reversals will be considered after the quarter ends.

Exception: The Winter quarter Chem 177L lab fee is $75.00.

FRESHMAN SEMINARS

Designed for first-year students.

“Freshman Seminars” offer an exciting opportunity to broaden your academic horizons.

Please refer to the University Studies website: www.freshmanseminar.uci.edu for information about these quarterly seminars.

TUTORING

Having difficulty in General Chemistry or Organic Chemistry? The Chemistry Department offers free tutoring for both G-Chem in RH 517 and O Chem in RH 523. Tutoring hours are posted at RH 517 and RH 523 the first week of each quarter and on the Chemistry Tutoring website: http://www.chem.uci.edu/undergrad/tutors. Contact the tutor coordinators for more information:

GENERAL CHEMISTRY
Pega Hajian(phajian@uci.edu)
Anne Vu Tran (annevt@uci.edu)

ORGANIC CHEMISTRY
Diane Shin (dianes1@uci.edu)
Caleb Yu (calebjy@uci.edu)

SUMMER SESSION ENROLLMENT

Taking a fall prerequisite course at another academic institution?

Email, fax, or bring a copy of your Summer Session enrollment confirmation to NS2 1101 prior to fall enrollment in order to clear any prerequisite restrictions.

(An unofficial transcript is required once the course is finished).