

## Getting Ready to Register

### *The Registration Process*

After you have confirmed your intent to attend Salem and have completed the First Year Seminar Preference form and the math and language placement tests, your academic advisor will contact you, beginning in mid-June. You and your advisor will decide whether to talk by phone or zoom, or have a conversation by email. The goal will be for you and your advisor to choose the courses you'd like to take in the fall, plus some alternates. The advising session will give you a chance to ask questions about majors, about courses offered, about how your AP or dual enrollment credits count, etc.

The advisors submit your course preferences to the dean of undergraduate studies, who works with the registrars to put everyone into classes. You will get an email explaining how you can see your course schedule. If you look at it and want to change something, you can discuss that with your advisor during orientation.

To be ready for the conversation with your advisor, please read through this document so that you'll understand your choices.

### *A Degree From Salem: Requirements and Choices*

1. **A Salem degree requires 120 semester hours.** The number of semester hours, in general, reflects how many hours per week the class meets. Lab classes, classes that meet 4 or 5 times weekly, or classes that extend over more than one regular class period are often worth more than 3 semester hours.
2. **Salem has 2 regular terms:** Fall semester and Spring semester. Students can take summer courses if they wish, but that's not required.
3. **In the Fall and Spring semesters, a typical load is 12-18 semester hours:** You need to average 30 semester hours each year for 4 years to get to 120. For instance, if you enroll in 15 semester hours in the fall and 15 in spring, you'll hit 30. If you are starting college with AP credits or credits from early college, you may be able to take fewer than 30 semester hours per year and still finish on time. To register for more than 18 semester hours, you'll need to get permission from the dean of undergraduate studies or from the registrar.
4. **In the Fall and Spring semesters, you must be registered for at least 12 hours.** At Salem, all traditional-age students must be full-time, and 12 semester hours is the federal minimum for full-time status. NOTE: If you are a North Carolina resident, and you are getting the NC Need-Based Scholarship, you will need at least 15 semester hours to get the maximum amount of scholarship aid.
5. **A Salem degree includes 3 parts:**
  - A. *The Salem Impact:* These are the courses required of all students no matter what their majors are. We call these courses "general education" courses or "Gen Eds" because they are designed to teach you skills you can use in any field and to give you at least a

taste of all the fields you could study. You can see a list of the requirements on the last page of this document.

- B. *Your major:*** You may know what you'd like your major to be, or you may not be sure. Either way is fine—most Salem students change majors at least once while here. At Salem, you can “declare your major” officially only after you've made at least a C in at least one course that counts towards that major. Majors require different numbers of courses or semester hours. The Catalog lists requirements for each major, in alphabetical order by departments (<http://www.salem.edu/academics/catalog> ).
- C. *Electives:*** Most students end up taking some courses that are not required for the Salem Impact or for their majors. Many Salem students double-major, or choose one or more minors as ways of organizing these electives.

6. **Must I have a major?** Yes, you must declare a major by the end of your sophomore year. If you are not sure what you want your major to be, don't worry—your advisor can help you decide over your first two years, and in the meantime you can take courses that meet Signature requirements.
7. **Must I have a minor?** No.
8. **May I double-major?** Yes. It is easier to do with majors that require 12 or fewer courses. If you think you want to double-major in something, be sure to tell your advisor.

### *Interpreting the Course Schedule*

To see the whole list of courses that we are offering this fall, follow this link:

<https://selfserv.salem.edu/SelfService/Home.aspx>

Ignore the “login” button until you get your Salem ID number, but instead, click on “Find Courses” just beneath the “Students” label. That takes you to a “Section Search” screen. In the “Period” box, choose “2021 Fall” from the drop-down menu and then click “Search.” You are now looking at all the courses offered at Salem for Fall 2021. In the left-hand margin, you can adjust how many courses you want on a page; if you choose 50 or 100, you can reduce the number of pages. You can also use the “Departments” bar, just above the course listings, to let you see all the courses offered in any one department.

Here's how to interpret the information you see:

- **Book icon:** This icon just to the left of the course title is either green (there are spaces available) or red (there are no spaces available).
- **Course:** The name of the course comes first; just below it is the abbreviation we use (ACCT 120 means “Principles of Financial Accounting”). “Lecture” means that it's a traditional class rather than an independent study, lab, seminar, or internship. The capital letter at the end of the string ACCT 120/Lecture/O means that this is the O section of that course; if there were a second section of ACCT 120, it would have a different letter. We use Y as the section designator for hybrid courses—those courses meet partly in-class and partly on-line. We use O for courses that are completely online. If you click on “ACCT 120/Lecture/O,” you can read a description of the course, and you can see if

there are any prerequisites (courses you'd have to take first before you take this one). There are none for this course.

- The course descriptions for “O” sections also tell you if the course is Asynchronous, like ACCT 120/Lecture/O, which means that it has no scheduled class meetings. “Online Synchronous” means that the class has at least one scheduled class meeting time per week. For instance, ARMN 120/Lecture/Y meets at a specific time on Thursdays.
- The course description also lets you know if the course meets any Salem Impact requirements. For instance, the description for ARTD 160/Lecture/Y has (AR,GA) at the end, meaning that it meets both the fine arts and global awareness Gen Ed requirements.
- **Date:** these are mostly all the same, except for PHED activity courses. PHED courses with numbers in the 100's meet for the first half of the semester; those with 200's meet for the second half of the semester.
- **Credits:** this tells you how many semester hours the course is worth. You must take at least 12 per semester; you would need permission to take more than 18.
- **Schedule:** this tells you when and where the class meets.
- **Instructors:** the instructor for the course appears beneath the course information.

### *Choosing Courses, Stage 1: Coming up with Options*

1. **All First-time First-Year Students take SALEM 110 or SALEM 111:** SALEM 111, Honors First Year Experience, is by invitation only—based on SAT scores, high school GPA, and other factors, the Directors of the Honors Program invite a certain number of students to enroll in this section. If you weren't invited, don't worry—there will be other chances to apply for the Honors Program, based on your grades at Salem. Everyone else was invited to indicate their top 4 preferences for a SALEM 110 (First Year Experience) section. Your advisor will let you know which section you were placed into. All of the sections of SALEM 110 and SALEM 111 meet Tues/Thurs, 11:00-12:20. All SALEM 110 and 111 sections are worth 4 semester hours.
2. **Some First-Year Students take SIGN 112:** SALEM 112, Academic Writing Seminar, is a course designed to improve a student's writing skills. It is required of all students, but some students have that requirement waived because of their high school grades and SAT scores. If you are required to take SIGN 112, it is because in the best judgment of the Salem faculty, you need the extra coaching in writing so that you can succeed in classes that demand lots of writing—and there are lots of those at Salem! If you are not waived from SALEM 112, you should plan to take it your first semester. SALEM 112 is worth 3 semester hours.
3. **Math Requirements:**
  - A. Many students want to put off taking math because they have not had much success with math in high school. But the longer you wait, the rustier your math skills get.
  - B. Biology, Chemistry, many Exercise Science majors, or students intending to apply for medical or other health-related professional programs: You will want or need to take MATH 100 (Calculus) while at Salem. If your math placement score puts you in a lower Math class, you need to start on it as soon as possible.

- C. Most other majors require MATH 60 (Finite Mathematics). Business, Psychology, Sociology, and Political Science, majors: You will also need a statistics course, and you'll do better to take MATH 60 first.
4. **If you know what you want to major in:** Look below for “**What to Take if You Want to Major in**”
  5. **If you don't know what you want to major in:** Look below for “**Courses that satisfy Gen Ed requirements and are being offered Fall, 2021**”
  6. **Other Salem Impact requirements to consider:**
    - A. Language: If you placed into SPAN 010 or FREN 010, or LATN 010, consider taking it in your first semester. Those courses are not offered in the Spring, and so if you choose not to start your language courses now, you'll be choosing to wait until next fall to begin.
    - B. “Double-dipping”: some courses can meet more than one requirement. For instance, ARTH 180, “Women and Art,” fulfills both the Gender Inquiry and the Arts requirements.

### *Buying Textbooks*

Don't buy textbooks until after you know what classes you are in; in fact, if you hope to change your schedule once you meet with your advisor, you should wait until you know if that will be possible. Textbook lists can be seen online at: <https://bncvirtual.com/salem>. Choose the “Let's Get Started” button, and then Fall 2021. You'll need the “course ID”—like ACCT 120—for each of your classes. You can buy the textbooks from the college bookstore or use the information to order them online. However, be aware that college textbooks are expensive, and in order to succeed in your classes, you will need them from the first week of classes on. If you order them online, make sure that you'll get quick delivery so that you don't fall behind.

## What to Take if You Want to Major in:

Note: each course has the semester hour value in parenthesis next to it

### One of the Sciences:

Biology, Bio-Chemistry, Health Sciences, or Pre-Med

- Math placement of MATH 100 or higher: MATH 100 (5), BIOL 100 (4), CHEM 110 (5)
- Math placement of MATH 25: MATH 25 (4), BIOL 100 (4); take CHEM 110 second year
- Math placement of MATH 20: MATH 20 (4), BIOL 10 (4)

Chemistry

- Math placement of MATH 100 or higher: MATH 100 (5), CHEM 110 (5)
- Math placement of MATH 25: MATH 25 (4), CHEM 110 (5)

Exercise Science

- Math placement of MATH 100 or higher: MATH 100 (5) (or take MATH 70 in spring), EXER 100 (3) , BIOL 100 (4)
- Math placement of MATH 25: MATH 25 (4), EXER 100 (3), BIOL 100 (4)
- Math placement of MATH 20: MATH 20 (4), EXER 100 (3)

Environmental Studies

- Math placement of MATH 100, 60, or 25: MATH, BIOL 100 (4); ENVS 100 (3) or ENVS 120 (4)
- Math placement of MATH 20: MATH 20 (4), BIOL 10 (4); ENVS 100 (3) or ENVS 120 (4)

Psychology

PSYC 010 (4) is prerequisite to other courses in the major, so take it as soon as possible.

### Business Administration

Good classes to begin with: ACCT 120 (3), BUAD 124 (3), BUAD 201 (3), or ECON 100 (4).

### Communication

COMM 107 (3), COMM 170 (3), or COMM 275 (3) would be good starting places.

### Design or Visual and Performing Arts

- Students who want to major in Design, or in the Studio art or Art history concentrations of the Visual and Performing Arts major should take ARTS 20 (4) or ARTS 111 (4) in their first semester. ARTH 122 (3) or ARTH 180 (3) are also good choices.
- Students who want to do the music concentration within the Visual and Performing Arts major should consult with Dr. Amy Zigler ([amy.zigler@salem.edu](mailto:amy.zigler@salem.edu)) about the classes they need.

## Education

Students who want to be licensed teachers can consider taking EDUC 110 and 112. As well as working on their general education requirements. Students interested in elementary education may also do well to take one or more of these: PSYC 010 (4), SOCI 100 (3) and POLI 105 (3).

## Health Advocacy and Humanitarian Systems

NFPM 130 or POLI 105 (both three semester hours) are good places to start. There are lots of electives that can count towards this major; your advisor can help you choose, but they are listed here: <https://www.salem.edu/academics/health-advocacy-and-humanitarian-systems#m>. Click the “Major/Minor” button to see the entire list.

## Health Communication and Data Visualization

Students interested in this major should take the math placement test, so that they can take the appropriate lab science course (BIOL 010 [4] or BIOL 100 [4] or CHEM 110[5]) along with math. They can also take COMM 107 (3) or COMM 275 (3).

## Health Humanities

Any of these would be good courses to begin with: WGSS 250 (3), ARTH 268 (3), or HIST 282 (3). There are lots of electives that can count towards this major; your advisor can help you choose, but they are listed here: <https://www.salem.edu/academics/health-humanities#c>. Click the “Courses” button to see the entire list.

## Humanities:

If you want to major in Creative Writing, English, History, Spanish, or Religious Studies, you should take at least one course from the area you think you want as your major, and then let your other classes fulfill Signature (gen ed) requirements.

- English
  - ENGL 225, 291, or 298 are good choices (all are 3 semester hours).
- History
  - HIST 103 or 105 are good choices (all are 3 semester hours).
- French or Spanish
  - Where you begin will depend on your placement exam—your advisor will help you know what to take.
- Religious Studies
  - RELI 215, 220 A, or 220 B are good choices (all are 3 semester hours).

## Not-for-Profit Management

NFPM 100 or NFPM 130 are good courses to begin with (all are 3 semester hours).

## **Political Science**

POLI 105 (3) or POLI 250 (3) would be good choices.

## **Sociology and/or Criminal Studies**

SOCI 100 (3) is prerequisite to other Sociology courses; CRST 100 (3) is prerequisite to other CRST courses.

## **Courses that satisfy Gen Ed requirements and are being offered Fall, 2020:**

- **Science:** BIOL 010 (4), which is a lab science course for non-science majors. ENVS 120 (4) also fulfills the lab science requirement, and is required for ENVS majors. If you are going to major in Biology, Chemistry, Biochemistry, or Exercise Science, you should take BIOL 100 (4) or CHEM 110 (5) if you place into MATH 25 or higher. If not, you should take BIOL 010 (4) and MATH 20 (4).
- **Social Science:** COMM 170 (3); ECON 100 (4); EDUC 112 (3); POLI 105 (3); SOCI 100 (3); CRST 100 (3).
- **Arts:** ARTD 248; ARTH 122; ARTH 180; ARTH 268; MUSI 118; MUSI 220 (all are 3 semester hours).
- **Humanities:** BUAD 124; ENGL 225; ENGL 298; HIST 103; HIST 105; HIST 222; HIST 241; HIST 264; RELI 215 (all are 3 semester hours).
- **Mathematics:** Depends on your math placement score—your advisor will help you with this.
- **Language:** whatever course your Language placement score recommends. SPAN 10, SPAN 25, and FREN 10, are always taught in the fall; SPAN 20 and FREN 20 are always taught in the spring; SPAN 30 and FREN 30 are always taught in the fall.
- **Gender Inquiry:** ARTH 180; ENGL 225; EXER 245; HIST 241; HIST 282; RELI 215; RELI 220 B; WGSS 225; WGSS 250 (all are 3 semester hours).
- **Global Awareness:** EDUC 122, HIST 103, WGSS 250 (all are 3 semester hours).
- **SALEM 100 and Activity requirements:** All trades must take SALEM 100 plus two PHED activity courses. One of the PHED activity courses required may also be met by marching band, or by participating in a varsity sport.

## **Salem Impact-Requirements for Traditional Age Students**

### **Liberal arts-interdisciplinary dimensions**

- SALEM 110 or 111-First Year Experience
- SALEM 112-Academic Writing Seminar-based on placement
- SALEM 350-Senior Interdisciplinary Seminar
- Gender Inquiry-one approved course chosen from a list
- Global Awareness---One approved course chosen from a list

### **Liberal arts-disciplinary dimensions**

- Science-one approved introductory course with laboratory
- Social science- one approved introductory course
- Arts-one approved introductory course
- Humanities-one approved introductory course
- Mathematics-MATH 060, 070, or 100. Students may satisfy proficiency in MATH 060, 070, or 100 through a proficiency examination administered by the Salem College department of Mathematics. The mathematics requirement is waived for students who place into MATH 101 or higher.
- Language of another culture-proficiency at the intermediate (30) level-may require up to 3 courses depending on placement

### **Liberal arts-experiential dimensions**

- An approved departmental course with the (SL) designation
- Internship (Departmental or SIGN 270)/ Professional Development Experience
- Wellness- SALEM 100 and \_\_\_\_\_ two Physical Education activities