

FREQUENTLY ASKED QUESTIONS

What is a normal credit load per semester?

A normal credit load, covered by the tuition costs at Olivet, is 12-17 credits per semester. Students must maintain at least 12 credits to be “full-time.” Any credits over 17 are overload credits, and require additional fees as well as permission from the Academic Performance Committee.

Can I double count general education classes for major requirements?

Yes and no. It depends on your major. For example, some general education classes are required as part of some major requirements. Please check your major requirements to be sure. Also, Arts Exploration courses (ART 101, ENG 201, MUS 120 or THR 106) must be taken outside of the major. If one of these courses is required for your major, you must take a different course to satisfy the requirement.

Can I take Self & Community II and Writing and Rhetoric II before Self & Community I and Writing and Rhetoric I?

As these courses follow a logical progress, the answer is no. Self & Community deals with self in I and community in II, building on the concepts explored in Self & Community I. Likewise, writing skills in Writing and Rhetoric I are baseline for Writing & Rhetoric II class. Writing and Rhetoric I must be passed with a C or better to enroll in Writing and Rhetoric II.

What are Diverse World (DW), Senior Experience (SE) and Service Learning (SL) requirements?

These are all part of the general education requirements, and are found in various courses across curriculums. **DW** courses focus on diversity, **SE** courses integrate learning about Education for Individual and Social Responsibility with preparation for life beyond Olivet, including family, career, advanced degree pursuits and civic life, and **SL** courses offer students the opportunity to address community needs through a community service experience while at the same time reflecting on that opportunity in an academic setting. A minimum of 40 hours is required in this SL experience.

If math is in my major, what math courses do I have to take?

The general education requirement is MTH 120 – The Nature of Mathematics. Students must take a 120-level or above math course to satisfy the general education requirement. If your major requirements call for a math course that is 120-level or above, you have satisfied the general education requirement for math.

How many people need to sign my portfolio in order for it to be validated?

Olivet College asks students to obtain two signatures on their graduation portfolio – your advisor of record (usually your seminar instructor) and another faculty member (faculty outside of your department). A third signature from a

professional advisor (can be someone from outside the college). If you don't know who your advisor of record is, please see the registrar's office.

If I am a math major, why do I have to take art classes?

As a student at Olivet College, you have chosen to take part in The Olivet Plan, an educational program supporting our vision of Education for Individual and Social Responsibility. As such, you are afforded the opportunity to graduate from this institution with a Bachelor of Arts degree, reflecting a varied and comprehensive academic education. Unique characteristics of the Olivet Plan include this general education background, learning communities, Lecture & Symposium, portfolio, senior experience and service learning.

Is the ILT (Intensive Learning Term) part of the spring semester?

Yes, the ILT is part of the spring semester, and so your Spring semester credits reflect any three-credit experience you elect to take during the ILT, a special, three and a half week term that finishes up just before May graduation. For example, if you have four courses during the January to April regular Spring term (12 credits) and one course in the ILT (3 credits), you will have 15 total credits for your Spring Semester at Olivet College. ILT courses often afford the opportunity to travel near and far during the "compact" learning period. Also if you are a spring athlete, you must be enrolled. Otherwise an ILT is not required.

When should I have my senior audit done?

When you have reached 88 credits. Your senior audit, done by a representative of the Registrar's Office, combs your course work to make sure you are on track for your anticipated graduation date.

What is a prerequisite?

Upper level courses (200 and above) may require a prerequisite or preliminary course or proficiency before a student may be allowed into the course. This may also include courses that require instructor permission to register.

Who do I have to contact for an Internet password?

Once you are a registered student at Olivet, you will be granted permission by Information Technology Systems (ITS) to log on to the campus web server and use programs including Microsoft Outlook for campus e-mail, and web access for Internet programs. Your username is usually the first initial of your first name and your last name, for example John Smith is jsmith. The e-mail address is jsmith@olivetcollege.edu. If you have a common name, you may be required to modify this address. The default password is 123. Once in, you should immediately change your password and make it unique.

To receive a PIN number for access to the course registration module, visit the Registrar's Office, second floor, Mott Building. To register, you need your student id number and your PIN number.

For Blackboard access, you must be granted permission by your instructor, and then log on with your username, i.e., jsmith, and the default password, 7666, which again, you should immediately change and make unique.

What is a course substitution?

Course substitutions are normally granted by the department chair and given when students are transferring in courses from another college that may be the same as courses offered here at Olivet, or when a course of student may dictate a substitution of an elective course for a required course, in order for a student to maintain sufficient credits toward graduation. Substitution requests are not automatically guaranteed.

What is the drop/add period?

Students may drop or add a course during the first week of school. The date is seven (7) class days after the first day of classes.

What is course withdrawal?

Students can withdraw from any Fall or Spring course up to the last day of classes if they are passing the course and receive a W. If the student is not passing the course, they may withdraw up to the end of the eighth week of classes (in any non-ILT course) and receive a grade of W. After the eighth week of classes, the student will receive a WF (withdrawn failing) should they withdraw not passing.