

8. What if a class I want is closed?

Check the list of available classes on S.C.O.T.S. to see if another section is open OR you may choose one of your approved alternate courses. If neither of these options work, you may attempt to contact the instructor of the course to see if he or she is willing to overload you into the course. You must fill out a Closed Course Form in order to be enrolled.

9. Can I schedule classes with overlapping times?

S.C.O.T.S. will not allow you to schedule overlapping courses. You must bring to the Scheduling Office in Hamilton Hall the instructor's written authorization to schedule courses which meet at overlapping times. Courses that have time conflicts, even with final exams, cannot be scheduled without this authorization.

10. Is my schedule correct?

Please check your Student Detail Schedule or your Day/Time Schedule on the screen for accuracy before exiting S.C.O.T.S. You can avoid problems later by verifying your schedule is correct as soon as you schedule.

11. Is my schedule secure?

Your class schedule is secured when you complete all financial arrangements, e-REG, and attend your classes. If financial arrangements have not been completed by **August 22, 2008**, a financial hold will be placed on your record. Summer Session class schedules are dropped at the conclusion of the registration day of each summer session if financial arrangements are incomplete.

12. Where do I find course descriptions?

Course descriptions are now available on the web: Edinboro homepage Keyword search "S.C.O.T.S." then click Course Catalog or <http://webs.edinboro.edu/welcome/catalogs.asp>

13. PINS and Passwords

For your convenience, your S.C.O.T.S. account or Webmail can be reset using <https://secure.edinboro.edu/scotstools/>. The page can also be reached from the Edinboro homepage Keyword search "Scots Tools."

14. Scheduling Book Information

The information contained in this book is believed accurate at the time of printing. It is, however, subject to change without notice.

15. Office Hours

The Student Services Center, Hamilton Hall is open Monday – Friday 8am-4:30pm during the Fall semester and 8am to 4pm during the Summer sessions.

16. Scheduling Dates

For list of scheduling dates see page 69.

SATISFACTORY - UNSATISFACTORY GRADING OPTION

The "Satisfactory - Unsatisfactory" grading option will be open to any undergraduate student who, at the start of the semester, is in good academic standing AND has more than thirty-one (31) earned semester hours. Students wishing to exercise the "Satisfactory/Unsatisfactory" grading option must do so during the "ADD" period of registration. Completed Satisfactory/ Unsatisfactory forms, with all signatures, must be returned to the Office of Records and Registration no later than the last day to add. After opting for a Satisfactory/Unsatisfactory grade, a student may not then elect to receive a letter grade in that course. For graduate students, the "S/U" grade may be used only in courses PSYC 744 Graduate Study in Psychology-Unit V (Internship) and ART 700 Seminar in Fine Arts. Students should contact the Office of Records and Registration and read the instructions and rules in the University Catalogs.

SPECIAL STUDENTS

(Occasional students not enrolled in a program of study.)

You may schedule beginning **April 21, 2008** via S.C.O.T.S. Your Alternate PIN will be 999999. If you have a question about your status, call the Scheduling Office (814) 732-5555 ext 476. If you are an "occasional student" but intend to pursue a degree, you are urged to complete the application process through the Admission office immediately (814) 732-2761.