# Spring Quarter Course Information

<table>
<thead>
<tr>
<th>First Day of Booth Classes</th>
<th>Monday, March 30, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Class Assignments</td>
<td><a href="http://misc.chicagobooth.edu/curriculum/spr15fca.pdf">http://misc.chicagobooth.edu/curriculum/spr15fca.pdf</a></td>
</tr>
<tr>
<td>Final Exam Schedule</td>
<td><a href="http://programs.chicagobooth.edu/curriculum/calendar.aspx">http://programs.chicagobooth.edu/curriculum/calendar.aspx</a></td>
</tr>
<tr>
<td>Courses with No Audit Option, No Pass-Fail Option and/or that have Strict Prerequisites</td>
<td>No Pass/Fail, No Audit list, Strict prereqs and restrictions list</td>
</tr>
</tbody>
</table>

## Open/Closed Courses

- Review the [Seat Availability report](http://misc.chicagobooth.edu/curriculum/spr15fca.pdf) to find out if a Booth course is open or closed for enrollment. *Since enrollment activity occurs during and following the production of this report, the list should only be used to rule out courses that are closed, or have very few seats left.* Seat availability information in the [Time Schedules](http://programs.chicagobooth.edu/curriculum/calendar.aspx) is also not necessarily accurate for the same reason.
- The Booth system must have a seat available in the course/section at the time of registration in order for it to be processed.
- Some closed courses may be waitlisted by Booth students. Seats that open for waitlisted courses are not available to non-Booth students and non-Booth students cannot be added to waitlists.
- Faculty members may not authorize a seat to be added to a closed course.
- Faculty members adding a student to their Chalk site does not constitute registration into the course.

## Enrollment Restrictions

- Some sections of [Financial Accounting 30000](http://programs.chicagobooth.edu/curriculum/calendar.aspx) have enrollment limits for non-Booth students. Please see the Notes section of the Seat Availability page for details.
- Some course sections are not open to graduate students, are restricted to only Booth PhD students or are restricted to only Booth students. See the [Strict Prereqs and Restrictions list](http://programs.chicagobooth.edu/curriculum/calendar.aspx) for these courses.

## Week 1 Attendance

- Attend week 1 of the class in which you are attempting to enroll, though attendance does not guarantee registration.
- If the course in which you are attempting to enroll is case-based, please communicate to the faculty member during week 1 that you will attempt to enroll during the registration period for non-Booth students (week 2).

## Strict Prerequisites and Instructor Consent

- Many Booth courses have prerequisites, and some are strictly enforced; these are listed on the [Strict Prereqs and Restrictions list](http://programs.chicagobooth.edu/curriculum/calendar.aspx).
- If you wish to register for a course with a strict prerequisite and you have not taken the prerequisite(s) at Booth, but you feel your background meets the requirement, then email the faculty member to request a waiver of the prerequisite(s) and permission to register.
- In other instances, some faculty members require consent for a non-Booth student to register (see the [Strict Prereqs and Restrictions list](http://programs.chicagobooth.edu/curriculum/calendar.aspx)). In these cases, email the faculty member to request permission to register.
- All prereq waivers should be emailed to Linnea Battles prior to registration.

## Provisional Grades for Graduating Students

- Provisional grades are not given for [Financial Accounting 30000](http://programs.chicagobooth.edu/curriculum/calendar.aspx). This course should not be taken in the graduating quarter unless it is not needed for graduation – **NO EXCEPTIONS**
- College students may not take Booth classes in their graduating quarter, unless the course is not needed for graduation. Students should contact their advisor in the College to clarify.
- Graduate students should contact their department advisor if they are unsure if provisional grades for Booth classes are acceptable for graduation.
Online Registration Procedures

- Submit prereq waivers via email to Linnea Battles prior to the first day of registration
- Submit enrollment requests via poll during registration periods
- Registration requests will be processed in timestamp order
- Registration confirmations will be emailed according to the schedule below
- Drop requests should be submitted to Linnea Battles via email (and per your usual process to drop a course with your department/division).

Registration requests must be made through the poll – Emailed Requests Will NOT Be Processed

Prerequisite waivers and/or consent to register must be emailed to Linnea Battles prior to the start of registration or the registration requests will not be processed.

Registration Confirmations

- You will receive an email to either confirm registration or provide information on why your registration request was not processed.
- If your request was not processed because a prereq requirement was not met, or a class was closed, next steps, as applicable, will be included in the email.
- You may view your confirmed enrollment(s) in myUChicago the day after receiving confirmation.

Spring 2015 Registration Schedule

<table>
<thead>
<tr>
<th></th>
<th>Poll Opens</th>
<th>Poll Closes</th>
<th>Confirmations Sent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round 1</td>
<td>Sunday, April 5 at 10:00am</td>
<td>Tuesday, April 7 at 9:00am</td>
<td>Tuesday, April 7 by 4:30 pm</td>
</tr>
<tr>
<td>Round 2</td>
<td>Tuesday, April 7 at 4:30 pm</td>
<td>Thurs., April 9 at 9:00am</td>
<td>Thurs., April 9 by 4:30 pm</td>
</tr>
</tbody>
</table>

Access to Chalk

- Not all Booth faculty members use Chalk.
- If you have a University restriction, you might not be able to view Chalk sites when you log in.
- If you register for a Booth course, and the course has a Chalk site, it may take up to 48 – 72 hours for the site to appear when you log in.
- If you register for a Booth course, and the course has a Chalk site, and you don’t have a University restriction, yet you can’t view the site upon logging in, please email Linnea Battles.

Access to Booth Resources

- Non-Booth students are assigned a temporary account for use in Booth computer labs. You will receive account information shortly after receiving confirmation of enrollment.
- Booth name tent-cards are available for purchase through the Booth Business Center.
- Non-Booth students are not permitted to reserve study group rooms.
- Non-Booth students do not receive access to the Harper or Gleacher centers during non-Business hours.