

New Student Guide to Your First Semester Class Schedule

How was my schedule built?

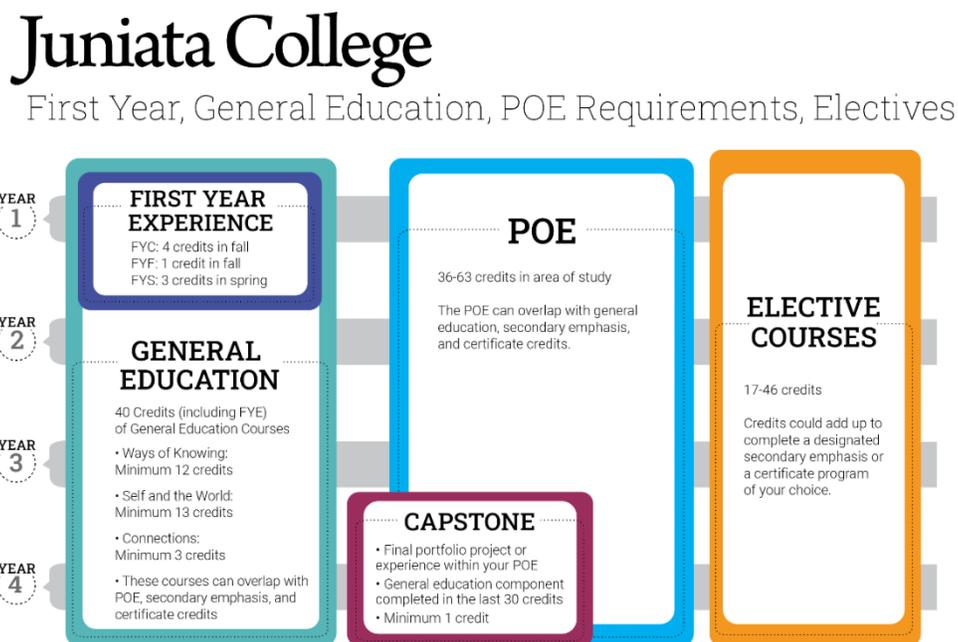
Your schedule was built by a team of experienced faculty advisors from a range of disciplines.

We included the suggested first year courses for the **Program of Emphasis** (major) you listed as your primary interest and any secondary interest, if possible. If your primary interest was Exploratory, we included courses that would let you explore at least two POE options based on your interests.

We included **General Education** requirements: First-Year Composition, First-Year Foundations, and, if you had room, another course based on the responses you shared in your questionnaire.

If there was still space within your preferred credit load, we added an **elective** based on your list of course choices. We also added music ensembles as requested. We added some new classes to the schedule after we sent the questionnaire, so sometimes our advisors selected one of these for you based on the interests you expressed.

Together, these areas of POE, General Education, and electives will start you off on earning the 120 credits you will need to graduate from Juniata, as shown in the diagram below:



Hannah Bellwoar, General Education and Writing, Ryan Kough, Integrated Media Arts Program, 2023
approved 5/3/23

What should I do if I need to make changes to my schedule?

You can make schedule changes during **Summer Orientation**. On that day, there will be a time when you can drop in to meet with an advisor to ask questions about your schedule and make changes if necessary. **Please note that no schedule changes will be made prior to Orientation.** If your primary academic interest or pre-professional interest has changed from when you filled out a questionnaire, if

you are Exploratory, or if you did not get to submit a questionnaire, we encourage you to drop in to meet with an advisor on that day.

Even if you don't decide until after you come to Orientation that you want to change your schedule, there will be other opportunities to do so. The final opportunity is during the Drop/Add period at the beginning of the semester, when you can meet with your academic advisors (who will be assigned for you later this summer) for assistance in making schedule changes.

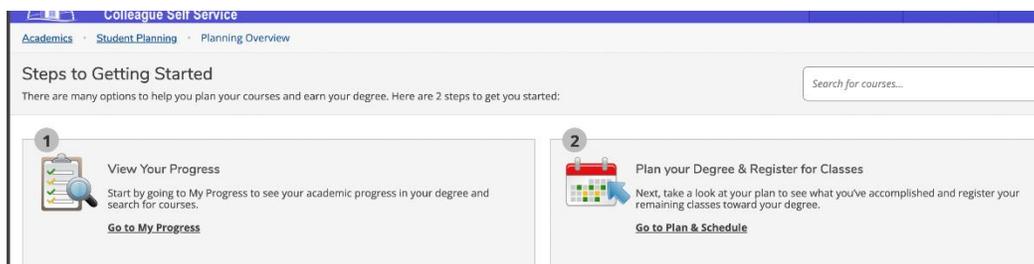
What if I have college or Advanced Placement credits?

We are currently evaluating and processing **college transcripts** for new students who have college credits taken before coming to Juniata. In addition, we will receive **AP score reports** from the College Board in mid-to-late July. Once your transcripts and/or AP scores have been processed, the Registrar will contact you by email if any of these credits will affect your class schedule for the upcoming semester and assist you with making any necessary changes.

How can I access my class schedule?

To view your Fall Semester schedule, log into Colleague Self-Service:

- In your web browser, go to **arch.juniata.edu** and log in with your Juniata username and password.
 - If you are having any difficulties setting up your Juniata network account, contact the Information Technology Services Help Desk by emailing help@juniata.edu, calling 814-641-3619, or using their chat option on <https://help.juniata.edu/>
- Once you are in The Arch, click on the **Applications** tab, then select **Colleague Self-Service** on the drop-down menu.
- Click the **Student Planning** tile on your dashboard, then click **Go to Plan & Schedule** under heading #2: **Plan your Degree & Register for Classes:**



- Click the **Schedule** tab, then use the arrow buttons to scroll to **Fall Term 2024** if it does not default to that semester.

For help with:

- Setting up your Juniata account: Contact the IT Services Help Desk at help@juniata.edu
- Making schedule changes: Come to the drop-in advising session during Summer Orientation.
- Anything else related to advising and scheduling: Email advising@juniata.edu