

PLANNING YOUR FALL SCHEDULE

NYU Stern Class of 2017
B.S. in Business and
Political Economy (BPE)

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Curriculum Quick Start

In this booklet, we will walk you through how to identify the classes you will need for your fall semester at NYU, and how to register for them. NYU students register for classes one semester at a time. Incoming freshmen in Stern start to register for their fall 2013 classes on June 6 at 10am (EDT).

Schedule template

Your basic schedule for the fall of your first/freshman year will consist of 5 classes like the following:

1. [Cohort Leadership Program I](#) (0 units)*
2. [Intro to Economic and Political Thought](#) (4 units)*
3. [A calculus/math class](#) (4 units)
4. [Statistics OR Microeconomics](#) (4 units)*
5. [Foreign language](#), [natural science](#), or an [elective](#) (4–6 units)

* Required for freshmen this fall

Booklet structure

In the next sections, you'll read about the required or suggested classes for your schedule that were summarized above. Each class section consists of a description of the class, instructions on where to find the class in [Albert](#) (NYU's Student Information System), when you'll actually see the sections of certain classes available for you to load into your shopping cart, and any notes and alerts about the class.

Albert is the online system you will use to register for your fall classes, and there's a section late in the booklet on [how to use Albert](#). Although you may not understand all the terms at first, it's probably

best to just read through the class descriptions at first, to get a sense of what you need to take, then read how to actually use Albert.

Albert has similarities to online shopping sites you may have used. You search through Albert to find classes that are required or of interest, and load them into your shopping cart. Some classes may not be open/selectable at this time, and you may need to wait until closer to June 6 (or on June 6) to add them to your cart.

On June 6, you'll be able to submit the contents of your shopping cart, and Albert will tell you which classes were successfully placed on your schedule ("registered") and which may have filled (or "closed"), in which case you'd need to select an alternative.

Curriculum overview

NYU Stern's Bachelor of Science (B.S.) in Business and Political Economy program is a 4-year, liberal-arts-based degree. You need to complete 128 units and earn at least a 2.0 GPA (at least a "C" average) to graduate. While that may seem like a lot of units, it's just 8 semesters of 16 units per semester. Most of the classes you take in your first year will be 4 units each, so you'll be taking roughly 4–5 classes in each semester in your freshman year, for a total of 16–18 units per semester.

In your first year at Stern, you will complete liberal arts core requirements and foundational classes that will be important to your future classes.

How classes work at NYU

NYU classes are often of two basic types: small "seminars" or medium-to-large-sized "lectures." The majority of both types tend to meet twice a week (Mondays and Wednesdays, or Tuesdays and

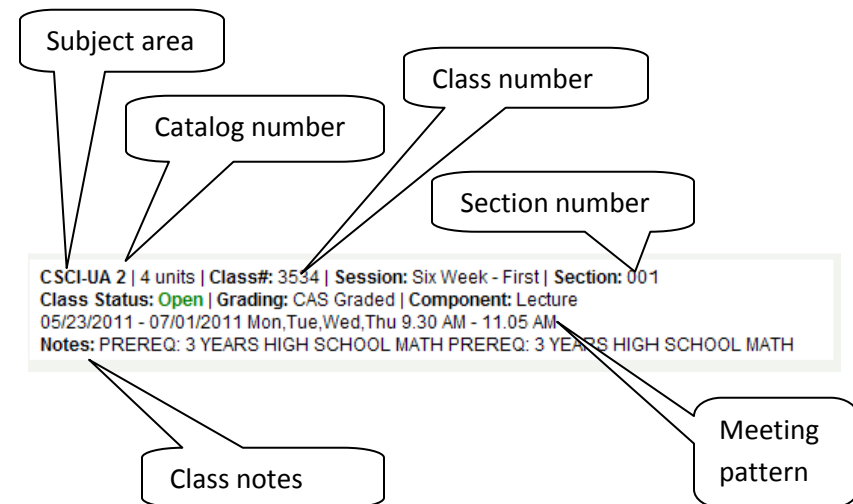
Thursdays), although some classes will meet just once a week and some (such as Statistics or language classes) may meet three to five days a week.

The larger lecture classes will have a third meeting time, a required recitation (small-group break-out sessions) where a professor instructs the lectures and a teaching assistant leads the recitation. Recitations give students the chance to go over material from the lecture in more depth and time to ask questions that you may not have been able to ask in a large-class setting. Lectures with required recitations are mostly introductory-level classes, and whether a lecture class requires a recitation would be stated in the class's notes (see right-hand column) in Albert. Recitations may meet on a different day of the week than the twice weekly lecture days. (Science classes may also come as a required set/pair of classes, but of a lecture and a laboratory [and possibly also a recitation].)

You'll notice right away then that college classes meet much less frequently than your high school classes, and your schedule will not necessarily be 8am to 3pm. More of the responsibility for learning is now on you, the college student. Sometimes students see the greater amount of free time as a reason to take on a large number of student clubs or work many hours in their first semester, but it's recommended that you adjust to your new schedule gradually before over-committing yourself.

While it may initially seem like a wonderful idea to schedule your classes on only two or three days a week, such a schedule also means that assignments, midterms, and finals will also be due at similar times, if not the same day. **We recommend that first-semester freshmen strive for a more balanced schedule: two classes that meet Monday-Wednesday and two on Tuesday-Thursday (plus the required freshman [Cohort Leadership Program I](#) class on**

Fridays). Sometimes a 2-2 schedule cannot be achieved and you may have three classes on one meeting pattern and one class on another, but that's still preferable to trying to stack 4 classes on just two days per week. Professors are not obligated to reschedule or make exceptions to exams/projects/papers just because you scheduled your classes in such a way that you have 3 or 4 exams/projects/papers due on the same day.



Cohort Leadership Program I

ALL freshmen take MULT-UB 9 *Cohort Leadership Program I* in Fall 2013. Cohorts (a group of 50–60 students) are named after various neighborhoods in New York City, and its members take one class together each semester in freshman fall and freshman spring. There is also a social component to the cohort program that we'll discuss more at Orientation.

It is a 0-unit class that meets most Fridays in the fall semester from **2:00–3:15pm**.

Where to find MULT-UB 9 in [Albert](#): under the Multidisciplinary subject area in Stern

Available to put in your cart: N/A (see the [section on Albert](#) for more information on the “shopping cart”)

Planning notes:

- This class will be registered for you. You should not attempt to place a section of this class in your cart.
- If you do not see this class on your schedule by July for any reason, please alert an adviser so that we can have it added to your schedule.



Intro to Economic and Political Thought

WRITING is a vital skill for your future academic and professional endeavors. For this reason, every Stern student completes 2 writing-intensive classes: one in freshman fall and one in freshman spring.

Your fall writing-intensive class is BPEP-UB 1 *Intro to Economic and Political Thought*.

Where to find BPEP-UB 1 in Albert: under Business and Political Economy Program (BPEP-UB) in Stern

Available to put in your cart: from mid-May

Planning notes:

- Everyone must enroll in the lecture. You must then register for one of the three recitation sections.
- All freshmen take a writing class in the fall. There are no exemptions for APs, IBs, GCE A-Levels or previously taken college classes.
- Please note that this class is unique to BPE. Do not confuse it with or attempt to take writing classes intended for BS in Business students (i.e., *Writing the Essay* or *Commerce and Culture* or *International Writing Workshop*)



Calculus/Mathematics

STERN students must complete MATH-UA 121 *Calculus I* or higher (e.g., *Calculus II*, *Calculus III*, or *Linear Algebra*) to graduate. Since this class is a prerequisite for other required classes, you would need to complete this requirement in the freshman year.

Stern freshmen usually complete *Calculus I* or higher in freshman fall:

1. You must have a qualifying test score to register for *Calculus I* or higher*. Please see the next column for qualifying information.
 - a. If you do not currently meet the qualifications for *Calculus I* this fall, there is an NYU placement exam you can take to attempt to qualify. [RSVP instructions for all math placement exams is here](#).
 - b. If you do not pass the qualifying exam, you would take MATH-UA 9 *Algebra and Calculus* (a pre-calculus class) in the fall and then *Calculus I* in Spring 2014.
2. If you scored highly on recognized Math exams, you may be exempt from the Calculus requirement and not need further math at NYU (unless you plan a concentration or minor in a quantitative field such as Actuarial Science, Statistics, or Math). This threshold is one of the following:
 - a. 4 or 5 on AP BC Calculus,
 - b. 6 or 7 on IB HL Math, or
 - c. A or B on GCE A-Level Math.

*To take MATH-UA 121 *Calculus I*, you must have at least one of the following:

- SAT I Math score of 650 or higher.
- ACT/ACTE Math score of 30 or higher.
- AP AB Calculus score of 3 or higher.
- AP BC Calculus score of 3 or higher.
- GCE A Level Maths score of C or higher (anyone who took Further Maths should contact the Math department as the qualifying score varies depending on the exam board)
- GCE AS Level Maths score of B or higher
- IB HL Math score of 5 or higher
- IB SL Math score of 6 or higher
- Pass MATH-UA 9 *Algebra and Calculus* with a C or higher
- Pass a one-hour [Placement Test](#) (here is a [sample exam](#) to place into Calc I)

To take MATH-UA 122 *Calculus II* or MATH-UA 140 *Linear Algebra*, you must have at least one of the following:

- AP AB Calculus score of 4 or higher
- AP BC Calculus score of 4 or higher.
- GCE A Level Maths score of B or higher (anyone who took Further Maths should contact the Math department as it varies depending on the exam board)
- IB HL Math score of 6 or higher
- Pass MATH-UA 121 *Calculus I* with a C or better
- Pass a two-hour [Placement Test](#) (here is a [sample exam](#) to place into Calc II)

To take MATH-UA 123 *Calculus III*, you must have:

- AP BC Calculus score of 5, or
- Pass MATH-UA 122 *Calculus II* with a C or higher, or
- Pass a two-hour [Placement Test](#) (here is a [sample exam](#) to place into Calc III)

Where to find MATH-UA 9, 121, 122, 123, or 140 in Albert:
under the Mathematics subject area in College of Arts and Science

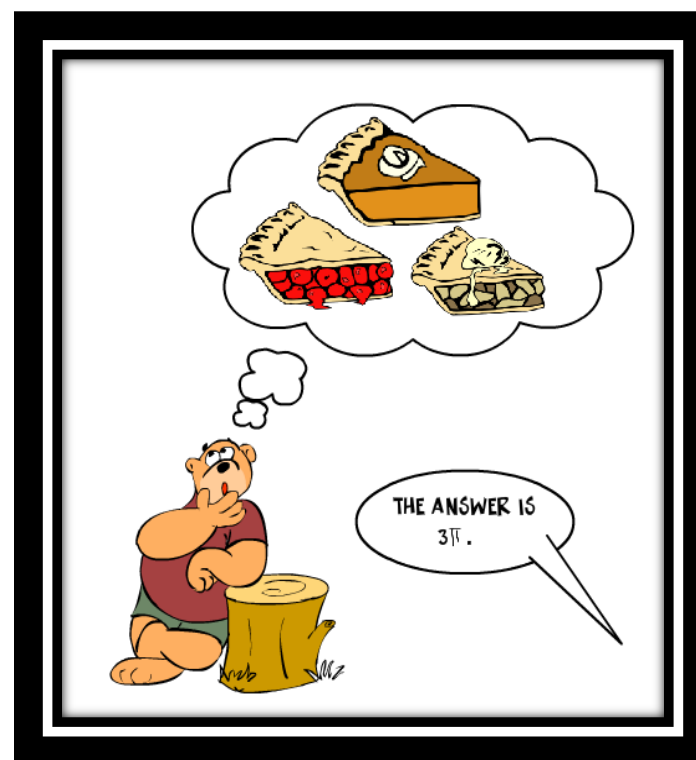
Available to put in your cart: as of mid-May

Planning notes:

- Math works to ensure that math sections are not taken up at popular times by students from just one school.
 - **Math allocates these seats through a method in Albert that is largely invisible to students. Thus a *Calculus I* section may appear as “open,” but Albert may still not let you register.** You will know if a section has reached its maximum number of seats for Stern students if you try to register and are given an error message that tells you that you cannot because the “reserve capacity” has been met or that you “do not meet the requisites.”
- IB HL and GCE A Level scores are not currently automatically “recognized” by Albert the way ACT, SAT, and AP scores are. If you have a qualifying score and the official score report has been sent to NYU by the testing agency, you would need to request assistance in enrolling for the math class you qualify for by e-mailing Advising (see page 16).
- If you do not qualify for *Calculus I* with your current test scores, you must sign up for MATH-UA 9 *Algebra and Calculus* this June. We then recommend you at least attempt a [math placement exam](#) (exams will be offered June 7, June 21, and August 28. **Please note that deadline to RSVP for any of the exam dates is 5–6 days in advance!**).
- Even if you are exempt from needing to take *Calculus I* based on your AP BC Calculus, IB HL Math, or GCE A-

Level Math score, you are certainly welcome to take higher-level math classes as electives (see below), possibly toward a math minor.

- Students who think they may want to go to graduate school (for Economics, Finance, Marketing, or Management) are especially encouraged to take additional math classes. There is even an exam to place above/beyond Calculus III for qualified students.



Statistics OR *Microeconomics*

ALL BPE students must take either Statistics or *Microeconomics* this fall; you will take the class you don't take this fall in the spring.

I. Statistics

All Stern students are required to complete 6 units of Statistics. You complete the requirement in one of two ways:

1. In one semester with the 6-unit class STAT-UB 103 *Statistics for Business Control and Regression/Forecasting Models*. (Most Stern students pick this option to complete the requirement.)
2. Or take STAT-UB 1 *Statistics for Business Control* (4 units) in freshman fall or spring and then take STAT-UB 3 *Regression/Forecasting Models* (2 units) in a subsequent semester.
 - a. STAT-UB 1 and STAT-UB 3 cannot be taken in the same semester; STAT-UB 1 is the prerequisite for STAT-UB 3.
 - b. There's also an option for a modification of this second case for students who took AP Statistics and scored a 4 or 5 (see below).

AP Statistics score of 4 or 5: If you earned a score in this range, you may sit for a statistics proficiency exam at NYU. If you pass the exam, you would be waived of STAT-UB 1 and would then only need to take STAT-UB 3 to complete the Statistics requirement (you do not receive any units toward graduation requirements; it is only a waiver). If you do not pass the exam, you would just take STAT-UB 103.

The statistics proficiency exam will be offered during August's Orientation. We will release a study guide for the exam in early August.

We expect all eligible students to take the proficiency exam during Orientation; if you have a legitimate approved reason (i.e., illness), we can postpone it one more week; however, the last date to take the exam for a member of the Class of 2017 is September 6, 2013.

Where to find STAT-UB 1, 3, or 103 in Albert: under the Statistics and Operations Research subject area in Stern

Available to put in your cart: as of mid-May

Planning notes:

- BPE students must take either Statistics or *Microeconomics* this fall.
 - If you did not take any AP/IB HL/GCE A-Level Math/Calculus, you will take Statistics this fall. You will take *Microeconomics* in the spring after completing *Calculus I* this fall.
 - If you took AP Calc/IB HL Math/GCE A Level Math this year and will not have your results until later in the summer, you should sign up for Statistics on June 6 in case your result does not qualify you to take *Microeconomics*.
- Statistics must be completed before the end of freshman year.
- STAT-UB 103, STAT-UB 1, and STAT-UB 3 are offered every fall and spring semester.

II. Microeconomics

All BPE students must complete ECON-UB 1 *Microeconomics* in their freshman year (fall or spring). **It is strongly recommended that—if you have an AP AB or BC Calculus score of 4 or 5 (or equivalent IB HL or GCE A Level Math score, below)—you take *Microeconomics* this fall.**

The prerequisite for ECON-UB 1 is

- AP AB Calculus score of 4 or 5
- AP BC Calculus score of 4 or 5
- IB HL Math score of 6 or 7
- GCE A-Level Math score of A or B
- Completing MATH-UA 121 *Calculus I*

So the only students taking *Microeconomics* this fall are those with an applicable exam score.

Where to find ECON-UB 1 in Albert: under the Stern Economics subject area in Stern

Available to put in your cart: any time as of mid-May

Planning notes:

- No AP, IB, or A Level score grants exemption from this requirement. Stern's class is more intensive and comprehensive than these classes.
- No previous college classes in economics are accepted by Stern in lieu of ECON-UB 1.
- ECON-UB 1 is offered every fall and spring semester.
- IB HL and GCE A Level scores are not currently automatically “recognized” by Albert the way AP scores are.

If you have a qualifying score and the official score report has been sent to NYU by the testing agency, you would need to request assistance in enrolling for *Microeconomics* by [e-mailing Advising](#).

- A number of Stern students take AP AB or BC Calculus or IB HL Math in their senior year. See [“After Registration Day”](#) for more information on what to do if you do discover in July that you have earned a qualifying score.
- If you took AP AB/BC Calculus this year (or IB HL Math) and find you earned a 4 or 5 in July, please try to drop an elective to make room for an open lecture and recitation of *Microeconomics*.
 - For example, since you know there is only one section of *Microeconomics* (Mon., Wed. 2pm–3:15pm), you should avoid putting another required class at that time (e.g., *Calculus I* lecture section 16, which meets at the same time), which you’d have to attempt to change to a different open section if you do get a 4 or 5 on AP AB/BC Calculus this July.
 - Please contact BPE adviser Mark Nakamoto (mark.nakamoto@stern.nyu.edu) in July if you score a 4 or 5 but are having trouble finding an open seat in the *Microeconomics* lecture.

Your final class

I. Foreign language

As a BPE student, you are required to show proficiency in a second language (other than English) through the collegiate/NYU Intermediate II level.

You may demonstrate this proficiency before even starting at NYU through one of the following means:

1. A high score on a SAT Subject exam in French, German, Italian, or Spanish (score varies by language),
2. A 4 or 5 on an AP language exam* (other than English, Latin Literature [Latin: Vergil is acceptable], Japanese, or Chinese),
3. A 6 or 7 on a IB Higher Level exam in a second language* (other than English, Chinese, Japanese, or Korean),
4. An A or B on a GCE A-Level in a foreign language (other than English, Chinese, Japanese, or Korean), OR
5. Attended a high school outside the United States for 4 years or more in which all classes (other than English) were taught in another language.

If you do not meet these criteria but do have advanced proficiency in a second language, you could take a placement exam through NYU.

**The East Asian Studies Department (Chinese, Japanese, and Korean languages) will only accept the results of an NYU placement exam for purposes of exemption or placement. No AP, IB, or GCE A Level results are accepted.*

Notes on placement exams:

a) The most detailed information on the requirement is in [the separate foreign language requirement booklet](#).

b) [Online placement exams are available](#) for a number of languages. Placement exams have two possible results: an invitation to take a second paper exam to gain exemption from the requirement (i.e., placing above the Intermediate II level) or placing into one of the classes at or below the Intermediate II level.

c) Language exams should only be taken once, so you should take them when you're ready. If you want to be able to sign up for the proper level on June 6 and feel confident, you'll need to take the exam several days before June 6. If you feel a few weeks of preparation is more valuable and could possibly help you reach exemption level, you should prioritize that over rushing to do the online exam before June 6.

d) If you do not place above the Intermediate II level based on SAT Subject or placement exam score, you would use the score to place you into a language class level above Beginner I here at NYU, and then work through the Intermediate II level. Successful passing of the Intermediate II-level class will complete your language requirement.

II. Natural Science

All Stern students must take 1 semester of a natural science class to graduate. This requirement can be fulfilled by one of the following:

1. Completing a class at NYU in a MAP natural science:
 - a. MAP-UA 200–399 *Natural Science I*
 - b. MAP-UA 300–399 *Natural Science II*
2. Completing a class in a department focused on natural science:
 - a. A class in Biology (BIOL-UA)
 - b. A class in Chemistry (CHEM-UA)
 - c. A class in Physics (PHYS-UA)
 - d. Certain classes in Environmental Studies (only the natural science-type classes [i.e., ENVST-UA 100 *Environmental Systems Science*, and [classes on the Environmental Science distribution list](#)]. No “environmental values” classes count.)
 - e. PSYCH-UA 25 *Cognitive Neuroscience* (the only class in Psychology that may be used as natural science; no others count. Prerequisite for PSYCH-UA 25 is PSYCH-UA 1 *Intro to Psychology*)
 - f. ANTH-UA 2 *Human Evolution* (the only class in Anthropology that is natural science; no others count)
3. Having a qualifying score on certain exams:
 - a. 4 or 5 on AP Biology, Chemistry, Environmental Science, or any of the Physics
 - b. 6 or 7 on IB HL exams in Biology, Chemistry, or Physics
 - c. A or B on GCE A-Level exams in Biology, Chemistry, or Physics

Where to find MAP-UA 200–299 or 300–399 in Albert: under the Morse Academic Plan (MAP) subject area in College of Arts and Science

Where to find science department classes in Albert: in their same-name subject areas in College of Arts and Science (i.e., BIOL-UA, CHEM-UA, ENVST-UA, PHYS-UA)

Available to put in your cart: May not be many sections available to put into your cart in large numbers until the morning of June 6.

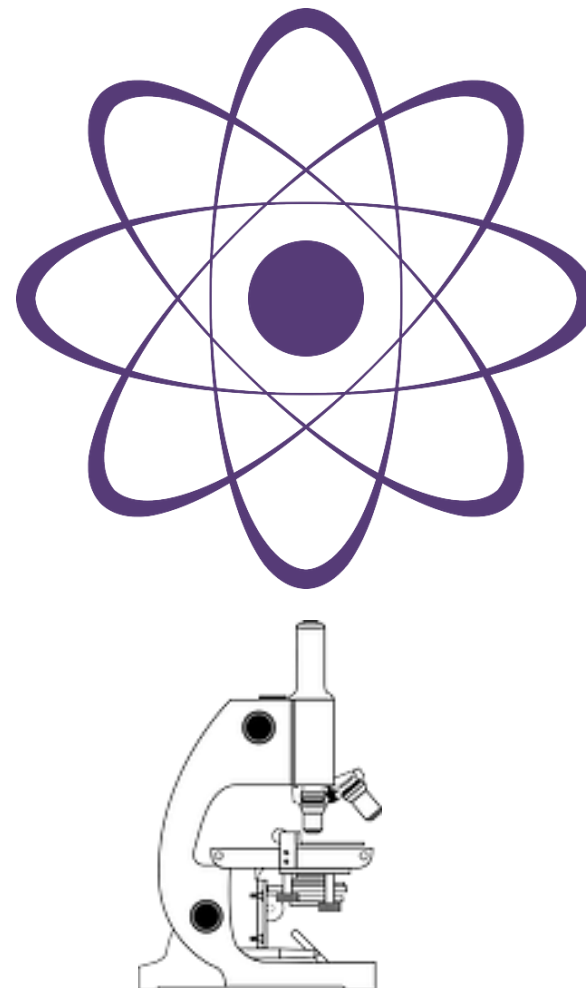
Planning notes:

- For BPE students, the science requirement usually takes lesser precedence than the language requirement since this is a one-semester class (that could be taken in junior or senior year if needed) and is not a prerequisite for other parts of the curriculum.
- Most Stern students who do not have an exam score will take *Natural Science I or II* through the MAP. These classes will have a lecture and a lab.
- While Option #2 (for students to complete the requirement through a science department class) exists, these classes are often for CAS science majors and you would need to be prepared to do work at that level.
 - In Biology, you should only take BIOL-UA 3–8.
 - In Physics, you should probably only take PHYS-UA 10 or 20.
 - Environmental Studies has become a popular major at CAS, so first-semester freshmen are not able to find seats in the intro class in large numbers.
- **If you did take one of the exams (AP, IB, GCE A-Level) in science this year and know or are fairly confident of**

the result, you should not register for a science this fall.

Wait to see your score later in the summer. You can always take science in a future semester if the score turns out not to be of exemption-level.

- *Natural Science I* and *Natural Science II* classes are offered every semester in Washington Square.



III. Elective

An “elective” is not a department or a specific list of classes, rather it is a term referring to classes you take at NYU that are not required as part of the BPE degree. It also includes any minor(s) you might pursue, some classes taken when you study abroad, or one-off classes taken for your academic or personal growth and exploration.

BPE has a strong foundation in liberal arts, and you have about 10 classes (or 41 units) of electives to complete to graduate. At least 25 units of electives must come from outside the business school.

Most [NYU minors](#) are open to Stern BPE students—some notable exceptions are the Economics minor and the Politics minor. Most minors are about 4–5 classes. You may take an introductory class in a minor area or an area of person or professional interest this fall if you choose.

Where to find electives in Albert: since electives are just any class that is “non-required,” they do not come from any one school or any one subject area

Available to put in your cart: Most should be available in May. Some Steinhardt departments may reserve all seats in intro-level classes for their freshmen until later in the summer or when school starts.

Planning notes:

- If you are interested in taking classes through the Tisch School of the Arts, please note that most are only for Tisch majors. NYU students not admitted to Tisch are usually only able to take classes in Tisch’s Open Arts Curriculum subject area (OART-UT).

- The class search feature in Albert is not always reliable: some classes may have similar-sounding titles, and some titles have abbreviated words that make searching difficult. Always verify class title, subject area, and catalog number, especially when seeking to fulfill a requirement. It is often easiest for a new student to just look under the school and subject area than to try to search for classes.
- Classes/Subject areas to avoid:
 1. Stern students do not receive credit for taking classes through the NYU School of Continuing and Professional Studies (SCPS), even as electives, so do not take them (they often have subject areas ending in -CE, -UC, or -GC).
 2. **Certain CAS classes overlap or duplicate content in your required BPE classes, so please do not register for any of the following: ECON-UA 1 *Intro to Macroeconomics*, ECON-UA 2 *Intro to Microeconomics*, ECON-UA 10 *Intermediate Microeconomics*, POL-UA 500 *Comparative Politics*, or POL-UA 700 *International Politics*.**
 3. You should not be looking in graduate/professional schools or the abroad campuses.
 4. Your electives will come from the College of Arts and Science (CAS), Steinhardt, Tisch, or Wagner. Most Stern classes not already cited above (i.e., Statistics, Economics) are only for upperclassmen, so **do not plan on searching Stern for electives for the fall.**
 5. MAP-UA 400–499 *Texts & Ideas* or MAP-UA 500–599 *Cultures & Contexts* classes are only for B.S. in Business majors.
 6. MAP-UA 100–199-level classes. “Quantitative Reasoning” classes are for arts and letters majors; they are not appropriate for a Stern student.

Sample Initial Schedule Plan

YOU should now be able to write out realistic proposals for your fall schedule of 16-18 units. When you've got a plan, [complete this online survey](#) before May 30.

Hen Y. You's example

A tentative plan for many freshmen might look something like this example, picked by a fictional student, Henrietta Y. You, who has a 35 on her ACT Math section, and a 700 on SAT Spanish (so she does not need further language):

1. MULT-UB 9 *Cohort Leadership Program I*
2. BPEP-UB 1 *Intro to Economic and Political Thought*
3. MATH-UA 121 *Calculus I*
4. STAT-UB 103 *Statistics for Business Control and Regression/Forecasting Models*
5. MAP-UA 209 *Natural Science I: Quarks to Cosmos*; or MAP-UA 310 *Natural Science II: Molecules of Life*; or an elective like PSYCH-UA 1 *Intro to Psychology*, SOC-UA 3 *Intro to Sociology: Great Books*, UPADM-GP 264 *Understanding Social Entrepreneurship*, etc.

If Henrietta had just taken the AP Physics B exam in May and felt good about her performance, she would have left Natural Science classes off her list of options and developed a longer list of possible electives.

Bob Kat's example

Bob Kat took AP AB Calculus as a junior and had his score of 4 sent to NYU. His schedule might look like the following:

1. MULT-UB 9 *Cohort Leadership Program I*

2. BPEP-UB 1 *Intro to Economic and Political Thought*
3. MATH-UA 122 *Calculus II* or MATH-UA 140 *Linear Algebra* or MATH-UA 121 *Calculus I*
4. ECON-UB 1 *Microeconomics*
5. MAP-UA 204 *Natural Science I: Einstein's Universe*; or MAP-UA 309 *Natural Science II: Brain and Behavior*; STAT-UB 103 *Statistics for Business Control and Regression/Forecasting Models*; or an elective like CSCI-UA 2 *Intro to Computer Programming*, UPADM-GP 230 *Medical Care and Health: Comparative Perspectives*, etc.

If he had taken the online German placement exam and placed into Intermediate I, he would probably want to take that this fall as his 5th class (so he can take Intermediate II in the spring and complete the language requirement).

Taking both *Statistics* and *Microeconomics* in the fall semester can be a large workload.

Planning notes:

- In general, the first year looks similar for many BPE students regardless of your intended minor choice (if any). The first year is a time to take foundational classes in the liberal arts and science that will prepare you to be a successful student when you start your upper division classes in sophomore year and beyond.
- The above examples are only rough sketches of the kind of list you should put together before June 6. In reality, you would also need to have a list of Class numbers and sections numbers (and their meeting times) for each lecture/recitation section option, so that you can make some quick changes. You should look through the [2 samples schedules I posted online](#) for a more detailed walk-through.

How to Use Albert

THE NYU Registrar has created a [webcast that you can view](#) for instructions on how to use Albert (finding classes, loading your shopping cart, etc.); just skip slides 38–40 (which are for transfer students). If you prefer something you can read/print, they also put together a [booklet with similar information](#).

Loading your shopping cart

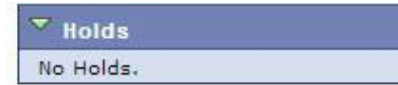
All NYU freshmen register online for their fall classes before arriving in August. Since many liberal arts requirements are universal (Natural Science, etc.) across schools, the academic departments have chosen different ways to ensure that students in each school have a fair chance to get seats for needed freshman classes. **Therefore, you will not be able to see m/any open sections (hence you will not be able to put m/any into your shopping cart) of *Natural Science I and II* until closer to the day of registration when they are opened especially for Stern students.**

How close? The departments are currently telling us they will start making seats in Natural Science lectures and labs visible in Albert between 9:00–9:30am (EDT) the morning of June 6, so do not worry if you do not see many openings before that time.

Clearing registration holds (if any)

A hold is a block that may be placed on a student's record that prevents him/her from registering for classes.

Most new students will visit the Student Center in Albert and see their holds box (below) have “No Holds.”



However, if you do have a hold, there will be a link/word called “details” in the box. Click on “details” to be taken to a screen that details why you have a hold and what to do to have it removed. Holds may result from a number of action/non-actions such as not completing your Student Health forms.

Registration Day

ON JUNE 6, starting at 10am (EDT), Albert will allow you to submit your shopping cart and find out the result.

A handful of you may then find you have gotten in to all your choices and you could then be done. However, the vast majority of you will need to input or search for one or more back-up classes to add to our schedule because your first choice fills. This is an expected part of a registration day, so you should budget time to plug in Class numbers for or search for back-up classes and not expect to be done in just a minute or two. You could possibly save some time that morning by writing out a large number of potential back-up sections/classes beforehand, so that you know what your options are ahead of time.

You should end the day with 16–18 registered credits. Waitlisted classes alone do not count as registered credits; if you did not get a class you wanted and it has a waitlist, you should register for a back-up class and then set up a swap as detailed in [the Albert webcast](#). Swaps are more powerful than waitlists in most cases.

Verifying your schedule

After you finish registering, please be sure to go back to the Student Center and view your schedule... to ensure you are enrolled for the classes and sections you thought you registered for!

If you have a problem on registration day

If you experience an issue with registration on June 6, you are welcome to e-mail academic advisers at uc.advising@stern.nyu.edu. So that we can help you best, please be sure to:

- Send the e-mail from your @nyu.edu account
- Include your University ID number (the 9-digit number starting with N1, e.g., N12345678) and full name
- List as many details about the class you are having an issue with as possible, especially the subject area, catalog number, class title, section number, and the 4/5-digit Class number for that section (e.g., if you were having an issue with *Statistics for Business Control and Regression/Forecasting Models* section 2, you would cite the subject area “STAT-UB”, the catalog number “103”, the section number “2”, and the Class number “9020”).

Common Albert error messages

Albert will often let you add any class to your cart, even if it's not realistic. It is not until you submit your cart after your registration time that Albert checks to see if you're actually eligible for a class (i.e., that you meet the class's prerequisites). For this reason, it is important to try your best to investigate a class and its prerequisites (e.g., read class notes) before you put it into your cart or on your “potential classes list.”

If you attempt to add a class you believe you qualify for, but Albert gives you a “requisite not met” message, it could be due to a variety of things. For an incoming Stern student, we usually hear about this in four main scenarios:

- An official AP/SAT score was never sent to NYU: Ex. You are trying to register for *Calculus II* and earned an AP AB Calculus score of 5, but you forgot to have an official score sent to NYU by the College Board.
- You sent one set of scores to NYU, but not another: Ex. Sometimes students have taken AP exams in multiple

years (say, in sophomore year and junior year) and maybe you earned a qualifying score for *Calculus II* on the sophomore-year set. Although the College Board says they always send all your scores from previous years, we find that is sometimes not the case. See page 15 for a link to a form you can use to verify NYU has received your qualifying pre-senior-year AP AB/BC Calculus score (if the link is submitted by May 23).

- You're trying to register for a class that's too advanced: Ex. As noted in the section on electives, most Stern classes not mentioned in this booklet are only for upperclassmen.
- You're trying to register for a section not open (or no longer open) to Stern students or to freshmen: Ex. See the section on Math for why a section of *Calculus I* may appear as open, but you get a "reserve capacity" error when you attempt to register.

After Registration Day

STERN'S Academic Advisers begin looking through freshmen schedules starting on Monday, June 10 and continue for several weeks.

We e-mail students who have any glaring errors, such as one or more of the following:

- Not registered for at least 16 units
- Registered for a disallowed class (e.g., an SCPS class—see the section on [electives](#))
- Registered for an improper section/level

Please keep an eye on your @nyu.edu e-mail this summer just in case we detect an error in your schedule and contact you to correct it.

AP scores

Most senior-year AP scores will not influence your fall schedule. The major exception is Calculus.

Even if you are sure that you did well on the May AP Calculus exams and would like to try to take *Microeconomics* or an advanced Calculus this fall, you need to register for at least 12 units of classes on June 6 (we would prefer you register for 16–18 units, though). This is because even if you get a qualifying score, you are not guaranteed a seat in the class you come to qualify for (e.g., *Microeconomics*, *Calculus II*, etc.).

The first week in July: AP scores tend to arrive at NYU and be processed into Albert by the first week in July. You can then use the

AP Calculus scores as a prerequisite to register yourself for classes like *Microeconomics* in Albert once they have been processed. We cannot accept e-mails, faxes, or phoned scores as proof.

Rather than contacting our office to see if scores have been received, the easiest thing to do is just to try to register for a class requiring the AP score as a prerequisite. If the score has been processed, Albert will let you register. If Albert is not letting you register, then the likely explanations are that the score was not yet received or it was not yet processed. The Advising Office cannot see receipt or processing of scores; we only see if the score is in Albert, and that is when you would already been able to register.

IB scores

IB scores tend to arrive at NYU from the IBO in mid-July to early August. If you receive a qualifying HL Math score, have sent an official transcript to NYU, and want to change a class at that time, you would then need to [contact the Advising Office](#) for assistance (Albert does not recognize IB scores as it does AP scores).

Please be sure you have IB transcripts sent electronically to the main “New York University” institution (ignore the “New York University – Stern School of Business” option).

NYU must receive official scores from the IBO that are processed into your electronic file by Admissions; we cannot accept e-mailed, faxed, or phoned transcripts.

Making changes to your schedule

Albert is a real-time system, so please be careful in making changes to your schedule.

For example, if you successfully registered for a class that subsequently fills up/closes and develops a waitlist, but then you drop the class from your schedule, the first person on the waitlist will be given the seat you vacated; the seat is no longer “yours” and advisers cannot change that. You would need to set up a swap to be on the waitlist. If enough registered students drop, you might move up the waitlist and even possibly get back into the class, but waitlists/swaps are not guarantees of ever gaining a seat in a class; waitlists/swaps are only convenience mechanisms that hold your place in a queue.

Also, do not forget that you cannot always see how many seats in a class remain or are open to Stern students (esp. see the section on [Calculus/Math](#)), so a class that appears open in Albert may only be open to students from CAS or Steinhardt if all the seats for Stern are taken up.

Finally, note that advisers do not monitor your schedule. We make one initial check of student schedules in June, but if you attempt large changes to your schedule after that, you will need to be careful.

Important Links

- [New Stern Students Page](#)
 - [New Stern Freshman Pre-Arrival Checklist](#): A list of summer deadlines and events that is important for all new Stern students.
 - [FAQs for new freshmen about Stern](#)
- Official [Stern Class of 2017 Facebook group](#): A place to talk with some of your future classmates and upperclassmen, or pose questions that one of the Undergraduate College staff members can answer. This is an open group, so please be aware that your comments can be seen by anyone on Facebook.
- Stern Advising Tumblr's [section for the Class of 2017](#): If you do not use Facebook, you can find useful postings here throughout the summer.
- [Next Stop NYU](#): A list of summer deadlines and events that is important for all new NYU students.