ADVISING LOCATIONS AND STUDENT REGISTRATION WORKSHEET

UNDECLARED, HIGH SCHOOL, INTERNATIONAL, AND WASHBURN TECH STUDENTS:

HIGH SCHOOL STUDENTS: Admissions Office, Morgan Hall 100 (785/670-1030)
INTERNATIONAL STUDENTS: International House (785/670-1051)
WASHBURN TECH STUDENTS: Dean’s Office, School of Applied Studies, Benton Hall 306 (785/670-1282)
UNDECLARED STUDENTS: Academic Advising, Mabee Library 201 (main floor)

DECLARED STUDENTS:

School of Applied Studies

BE107 Allied Health (785/670-2170) (Clinical Laboratory Science, Computed Tomography, Diagnostic Medical Sonography, Health Information Technology, Health Services Administration, Magnetic Resonance Imaging, Medical Imaging, Occupational Therapy Assistant, Physical Therapist Assistant, Radiation Therapy, Radiologic Technology, Respiratory Therapy, Surgical Technology, Technology Administration)
BE201 Criminal Justice/Legal Studies (785/670-1411) (Criminal Justice, Legal Studies, Military & Strategic Studies)
BE306 Dean’s Office (785/670-1282) (Banking, Design Technology, Industrial Technology, Office Administration)
BE311 Human Services (785/670-2116)
BE412 Social Work (785/670-1616)

School of Business – HC114 (785/670-1308)

Accounting, Economics, Finance, General Business, Management, Marketing, International Business, Entrepreneurship & Innovation, MBA, MAcc

School of Nursing – PC203 (785/670-1525)

Banking, Design Technology, Industrial Technology, Office Administration

College of Arts and Sciences

AB101 Art (785/670-1125)
ST210 Astronomy, Physics (785/670-2141)
GC133 Bachelor of Integrated Studies (785/670-2245)
ST202 Biology (785/670-2077)
ST312 Chemistry (785/670-2270)
MO206 Communication (785/670-2230)
ST304 Computer Information Sciences (785/670-1739)
CA202 Education (785/670-1427)
MO237 English (785/670-1441)
HC311 History (785/670-2060)
PC201 Kinesiology (785/670-1459)
HC316 Mass Media (785/670-1836)
MO209 Master of Liberal Studies (785/670-1636)
MO250 Mathematics & Statistics (785/670-1491)
MO350 Modern Languages (785/670-1714)
GC211 Music (785/670-1511)
MO206 Philosophy, Religion (785/670-1542)
HC215 Political Science, Public Admin (785/670-1737)
HC211 Psychology (785/670-1564)
HC218 Sociology, Anthropology (785/670-1608)
GC133 Theatre Arts (785/670-1639)

Building Codes

AB Art Building
BE Benton Hall
BT Bennett Computer Center
CA Carnegie Hall
GC Garvey Fine Arts Center
HC Henderson Learning Resource Center
LLC2 Living Learning Center
MA Mabee Library
MO Morgan Hall
MU Memorial Union
PC Petro Allied Health Center
ST Stoffer Science Hall

REGISTRATION WORKSHEET

<table>
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<tr>
<th>CRN</th>
<th>Subject and Course Number</th>
<th>Credit Hours</th>
<th>Grading Options Grade, Pass/Fail, Audit</th>
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Online credit courses are available in a variety of subjects. These courses require that you have access to the Internet or use campus computer labs to access Desire2Learn course materials. Some of the courses may require periodic on-campus sessions or proctored exams.

To view the list of online courses, go to washburn.edu/schedule and click the Course Schedule link for the proper term. You may enroll in an online course the same way you enroll in any other WU credit course (refer to the registration section of the Registration Information Guide for specific enrollment information). To access online courses, faculty and students should login to MyWashburn at my.washburn.edu. Direct access to your online courses is located on the MyCourses tab in MyWashburn by clicking on the course name. Online courses may also be accessed directly through Desire2Learn at https://d2l.washburn.edu/. Login using your MyWashburn username and password. Students should also change their MyWashburn time out setting from the default value in “My Account Preferences” inside MyWashburn to at least 120 minutes to avoid timing out while working in an online course. Care should be taken to log out completely when finished. All students enrolled in online courses have access to the Desire2Learn Student Orientation. To access the Student Orientation, in D2L, click My Home in the upper left. Then click the Help drop-down menu and choose Student Help. Students new to online classes are strongly encouraged to review the orientation material before or during the first week of classes.

The student orientation covers each of the tools and answers some of the most commonly asked questions. For technical support with online classes email online-ed-support@washburn.edu or call (785) 670-2381. Phone support is available Monday through Thursday, 8 a.m. – 9 p.m. central time, Friday 8 a.m. – 5 p.m. Email support is available all the time except for official holidays and University closings. Online Education Support staff will answer emails within 24 hrs.