

Welcome to  
**Georgetown's**  
**McDonough School of Business**

June 2011

Dear First-Year Student:

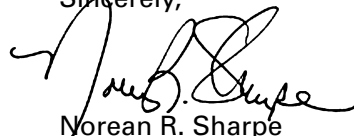
Greetings from the McDonough School of Business at Georgetown University. We are delighted that you have decided to join the Georgetown community, and we look forward to your arrival on campus in August.

Georgetown has chosen you for your intellect, your talent, and your potential for leadership. Here at the McDonough School of Business, you will have the opportunity to participate in many innovative programs, such as our First Year Seminar, Entrepreneurship Fellows Program, Peer Advising Program, and Alumni Mentor Program. You will also be actively mentored by engaged faculty and staff.

As you take up these opportunities and challenges, the Undergraduate Academic Counselors are here to assist you in your transition. This brochure guides you through the steps you should take this summer to successfully preregister for Fall 2011 courses. Please read this packet in its entirety before registering for courses. As questions arise, do not hesitate to contact **Associate Director, Nicole Houle at [MSB-UNDERGRAD@georgetown.edu](mailto:MSB-UNDERGRAD@georgetown.edu) or 202-687-3851.**

I look forward to welcoming you to the McDonough School of Business in person this August.

Sincerely,



Norean R. Sharpe  
Undergraduate Dean



GEORGETOWN  
UNIVERSITY

McDonough  
SCHOOL of BUSINESS

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2011

# Preregistration Instructions

All students are required to preregister for Fall 2011 classes by **Friday, July 29**. You may preregister online using *MyAccess* (<https://myaccess.georgetown.edu/>). Students who do not have web access should contact the Undergraduate Program Office at 202-687-3851 for instructions. Although **registration is NOT first-come, first-serve**, you are encouraged to register early in case the advisors have questions about your course requests. You may file your course requests beginning on **Friday, June 24**. You do not have to complete your preregistration in one sitting. You may save your work and come back to it another time. Once you submit your requests and forward them for approval, you may not make additional changes until on-site Registration (August 29 for transfer students or August 30 for first year students). To register, please follow these easy steps:

## 1 Getting Started

**Please read the following before you pre-register:**

- Steps 2 through 5 in this section of the guide

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- The online *Schedule of Classes* is accessible from the website of the Office of the University Registrar <http://registrar.georgetown.edu/>. Click on "Schedule of Classes." To search the *Schedule of Classes*, you will need to choose at least one department (e.g. Theology). You may choose several departments by choosing "All" or by holding down the Ctrl or Command key and choosing only the specific departments in which you would like to search. To view courses that fulfill specific requirements, search by "Attribute Type" (e.g., MSB/Humanities & Writing II). Once you have run a search, you can view available seating and course descriptions by clicking the course titles. Do not register

for closed courses, and make every effort to be flexible when choosing your courses. It is helpful to understand that all new students' schedules will be processed simultaneously during the first week of August. A course that appears to have many seats available in July may close out when students' schedules are processed.

- If applicable, review the *Advanced Placement Credit* section of this Guide. This section outlines the exams and scores for which Georgetown's MSB gives credit and how these credits are applied to your course and program requirements.

### **FIRST-YEAR STUDENTS:**

*Please consult your sample course schedule enclosed in this mailing for guidance on selecting appropriate courses. You should also consult with your Peer Advisor who can be of great assistance.*

### **TRANSFER STUDENTS:**

*Please consult your recommended schedule located in this packet. We strongly advise that you follow these recommendations when choosing your courses.*

### **ALL NEW STUDENTS:**

*All students are required to be full-time and registered for four or five courses totaling 12-16 credits. Once you have decided on a schedule (including primary choices and alternates), proceed to the next step.*

## 2 Log Into *MyAccess* Using your NetID

Your NetID and password were mailed to you from the Registrar's Office. If you have questions about your NetID or

have forgotten your password, please refer to <http://netid.georgetown.edu/>.

## 3 Submit Your Registration Request

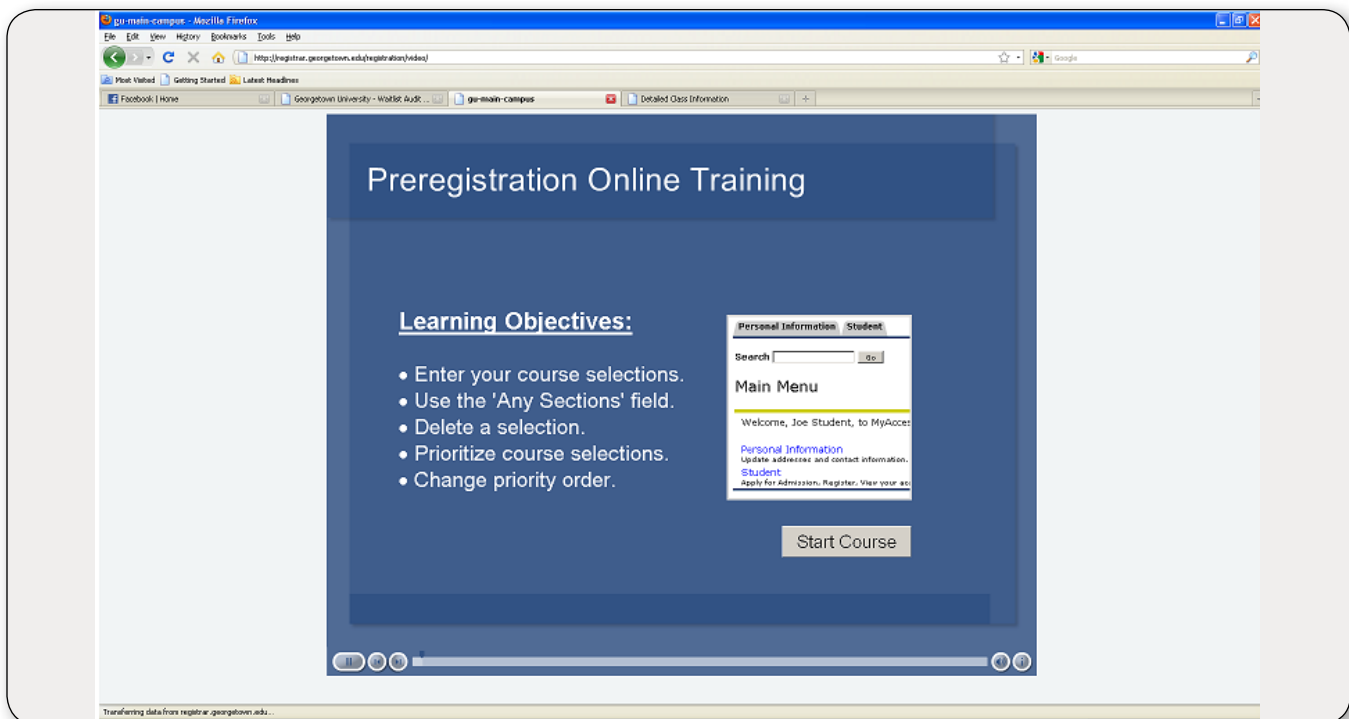
### A. Add courses to your schedule.

In *MyAccess*, select the Student tab, then select Registration, then Pre-registration. This will lead you to the course panel. At this point, we strongly recommend that you view the online tutorial that will walk you through the online registration process.

<http://registrar.georgetown.edu/registration/video/>

This video will assist you in the step by step process of using *MyAccess* and will help you avoid errors that could prevent you from getting a full course schedule.

It is essential that all students maintain accurate address and phone information in the University's Student Information System through *MyAccess*. Please make sure your contact information is correct under the Personal Information tab. Also, please review your biographic data and then email corrections to the Registrar at [univregistrar@georgetown.edu](mailto:univregistrar@georgetown.edu). If you experience technical difficulties with *MyAccess*, call the Registrar's Office for help at 202-687-4020, or refer to: <http://registrar.georgetown.edu/>.



## B. Arrange courses in order to preference

### C. List alternate course selections, and make sure they are properly aligned with primary course selections.

If any of your primary course choices close out, the Registrar will attempt to register you in your alternate choices. **If you do not list alternate sections, you severely reduce your chances of getting a full schedule. The Undergraduate Program Office may choose alternates for you if you do not list them yourself.**

When registration requests are processed by the Registrar's office, the system will read through your primary choices first in the order of preference, i.e., one through five. Only if a primary request fails will the system consult your alternate selections. For example, if your third primary request fails because the section has already filled, the system will continue on to your fourth and

fifth primary requests. When all of your primary choices have been processed, the system will return to consult your third alternate request and select that if it has open seats available and does not conflict with any of your successful primary request.

Therefore, arrange your alternates to correspond to your primary choices one by one. So, if your first primary is a section of HUMW 011, you should list another section of the same course as your alternate. If your primary course does not have more than one section, your alternate course should at least be in the same area. It is also helpful if your alternate course occupies the same block of time.

### D. Use the "any section" options where available, but only for alternates.

It is strongly recommended that you exercise this option as a way of improving your chances of securing a full schedule through preregistration. You must always specify a section of a course, then use the "Any

Section" option. If you elect this option, the Registrar will first try to place you in the section you have specified. If this section is full, the system will try to place you in any open section of the course that fits your schedule.

#### **VARSITY ATHLETES:**

*If you will be participating in varsity athletics during the fall semester, please consult the Schedule of Classes and search for your practice time by highlighting "Athletics" in the Subject search field. Select your sport and add it in the last course request space when pre-registering for your courses. By doing this, the system will avoid placing you in a class that meets during your practice time. Plan your schedule to avoid conflicts with team obligations.*

#### **ROTC STUDENTS:**

*If you are registering for Army ROTC, you should put your Military Science course, Leadership Skills, in the last course request space. Navy and Air Force ROTC students must wait until on-site registration to register for their ROTC courses.*

#### **NOTE:**

*If you include an introductory section of theology or philosophy among your primary course requests, your alternate **must be a section from the other discipline**. In your alternate section for theology/philosophy, you must choose "Y," meaning yes, under the "Any Section" option. This will increase your chances of getting a theology or philosophy course for the fall term.*

## 4 Approval of Course Requests

The Undergraduate Program Office re-serves the right to edit your preregistration to maximize your chances of getting a full schedule. **Check your Georgetown University email account regularly for**

**messages from our office or the Registrar.** Once your course sections have been approved, your pre-registration requests will be forwarded to the University Registrar.

### **VIEWING YOUR FALL PREREGISTRATION RESULTS:**

*Students may check MyAccess for registration results beginning Saturday, August 27. Students who need to make changes or additions to their schedules will not be able to do so until on-site Registration (August 29 for transfer students or August 30 for first-year students).*

## 5 Complete the Supplemental Information Form

There is some information vital to your transition into Georgetown academic life.

If any of the following applies to you, you **must** fill out the appropriate form located in the sleeve of this packet to complete your preregistration:

program (i.e., A-Levels, IB, etc.), or you are a transfer student who attended more than one school, the form will prompt us to search your file for transcripts. We will contact you if we need more information to post credit on your academic record.

- If you have taken college courses as a high school student or you were in an international 13th year
- If you have AP credit, see pages 11-12 for more information.

*Students who received accommodations while in high school or at your previous institution for documented learning difficulties should contact Dr. Jane Holaban, the Director of the Academic Resource Center. Dr. Holaban can be reached at 202-687-9530 or via email at holabajf@georgetown.edu.*

## Sample First-Year Fall 2011 Schedule

In an effort to increase the likelihood that all first-year MSB students have a chance of getting a complete schedule during pre-registration, we have divided the class into two groups according to last name. Please register for the courses under the correct heading. If you have a particular reason for wanting to take a class outside of your alphabetical split, please contact the Undergraduate Program Office.

<b>Students Whose Last Name Begins with A-K register for:</b>	<b>Students Whose Last Name Begins with L-Z register for:</b>
<b>1.) Computational Methods:</b> OPIM-170 (1 credit, pass/fail) *Do not enroll in this course if you have AP credit for Statistics	<b>1.) Computational Methods:</b> OPIM-170 (1 credit, pass/fail) *Do not enroll in this course if you have AP credit for Statistics
<b>2.) International Business: MARK-261</b> (in the Marketing department)* <b>OR First-Year Seminar (FYS)</b> *FYS will replace International Business (MARK 261) <i>See enclosed brochure</i>	<b>2.) Humanities &amp; Writing: HUMW-011</b> Students with a 4 or 5 on the AP English exam(s) may take a gateway course (ENGL 040-043).
<b>3.) Calculus: MATH-035</b> Students who have received a 4 or 5 on the AP calculus exam have completed this requirement. *Students with AP Credit & Transfer students, please refer to page 9 for more information.	<b>3.) Calculus: MATH-035</b> Students who have received a 4 or 5 on the AP calculus exam have completed this requirement. *Students with AP Credit & Transfer students, please refer to page 9 for more information.
<b>4.) Philosophy or Theology</b> Choose one of the following: THEO-001, THEO-011, PHIL-010, PHIL-020	<b>4.) Philosophy or Theology</b> Choose one of the following: THEO-001, THEO-011, PHIL-010, PHIL-020
<b>5.) Liberal Arts Course:</b> History/Government/Classics, Social Science course (ANTH, SOCI, LING, PSYC, WGST), language, or elective	<b>5.) Liberal Arts Course or First-Year Seminar (FYS):</b> History/Government/Classics, Social Science course (ANTH, SOCI, LING, PSYC, WGST), language, or elective * <b>FYS replaces International Business (MARK 261)</b> <i>see enclosed brochure</i>
<b>6.) Liberal Arts Course:</b> History/Government/Classics, Social science course (ANTH, SOCI, LING, PSYC, WGST), language, or elective	<b>6.) Liberal Arts Course:</b> History/Government/Classics, Social science course (ANTH, SOCI, LING, PSYC, WGST), language, or elective

Varsity student athletes who travel should take MARK-261 in their off-season. If in-season in the fall, this course should be replaced by a Humanities and Writing course.

# Curriculum

The McDonough School of Business combines business and liberal arts courses to provide students with a strong foundation in critical thinking and reasoning. During the First and Sophomore Years, the primary academic emphasis is on the liberal arts core. The focus shifts to more business courses in the junior and senior years.

The normal course load is five courses (15 credits) each semester. However, most students will take 16 credits in the fall depending on their background in Excel. Students must complete a minimum of 40 courses and at least 120 credits to graduate.

The following section provides a detailed outline of the liberal arts requirement and more detailed information about exceptions. For example, Advanced Placement credits exceptions to certain requirements can be made in a particular area. Because liberal arts education will account for most of the credits you will pursue during the fall semester, it is important that you study this information carefully. Please note, that where appropriate, we have provided separate information for first-year and transfer students.

For descriptions of individual sections of courses, consult the online *Schedule of Classes* at <http://registrar.georgetown.edu>.

## Humanities and Writing Requirement

This requirement consists of two one-semester courses offered in a variety of departments. To complete this requirement, students will complete one course from each of the following two categories, preferably by the end of sophomore year.

### 1) Humanities and Writing I:

HUMW 011 is an Intensive Writing Seminar centered on the analytic study of complex cultural texts. A score of 4 or 5 on either of the AP English exams will allow students to enroll in a gateway course ENGL 040-043 instead of HUMW 011. Transfer students' intensive writing courses in English or literature may also satisfy this requirement.

### 2) Humanities and Writing II:

Courses satisfying this requirement are ENGL 040-043 if the student didn't take it to satisfy Humanities and Writing I, an upper level English course or other approved courses that can be searched on the *Schedule of Classes* under "Attribute Type" MSB Human. & Writing II.

### Advanced Placement English Language & English Literature

All MSB students, regardless of AP English credit are required to take two Humanities/English courses at Georgetown. A score of 4 or 5 on either of the AP English exams warrants three credits towards a liberal arts elective. Please review the rules for interpreting English AP scores in the *Advanced Placement Credit section of this guide*.

### Non-native speakers of English

All non-native speakers of English entering as first-year or transfer students from universities abroad **who have taken the Test of Written English (TWE)** can register for the following:

Students who have **taken the TWE and have a score of 5 or 6** should register for ENFL 115 *Literature Writing for Foreign Students*. This course will satisfy the Humanities and Writing I requirement.

## Theology Requirement

This requirement is two one-semester courses. Most students begin by taking *The Problem of God* or *Introduction to Biblical Literature* in their first year of study.

### First-Year Students

In one semester of the first year, take either THEO 001 *The Problem of God* or THEO 011 *Introduction to Biblical Literature*. The second half of the Theology requirement may be completed with any of the Theology Department offerings that do not require further prerequisites. It is not recommended that you take Theology and Philosophy during the same semester.

### Transfer Students

Transfer students should not register for *The Problem of God*. Rather, they should fulfill the requirement with Theology courses numbered 011 or higher.

## Philosophy Requirement

This requirement is two one-semester courses, one in general philosophy and one in ethics.

### First-Year Students

Take *Introduction to Philosophy* (PHIL 020) or *Introduction to Ethics* (PHIL 010). During your sophomore year, take a second

course in the opposite area at the bridge level (098-199). It is not recommended that you take Philosophy and Theology in the same semester.

### Transfer Students

If you have not completed any course work in philosophy please follow the instructions for first-year students. If you have completed one course in philosophy, you should select a course at the bridge level (098-199) in the opposite area of the course you have completed at your former institution.

## Mathematics Requirement

This requirement is a one semester course. Students are required to complete Calculus I (MATH 035) by the end of their first year.

### Advanced Placement Calculus

A score of 4 or 5 on the AP Calculus AB or BC warrants 4 credits equivalent to MATH 035, therefore completing the requirement. Please review the rules for interpreting AP scores in the *Advanced Placement Credit* section of this guide.

## Social Science Requirement

This requirement is two one-semester courses from the following: Sociology, Psychology, Anthropology, or Women's Studies. Students do not need

to take both courses in the same social science discipline.

### Advanced Placement Psychology

A score of 5 on the AP Psychology exam warrants 3 credits equivalent to *Introduction to Psychology* (PSYC 001). Please review the rules for interpreting AP scores in the *Advanced Placement Credit* section of this guide.

## History Requirement

This requirement is two one-semester courses. Any history, government, or an approved classics course will fulfill this requirement.

### Advanced Placement European and World History

A score of 4 or 5 on the AP test in either European or World history warrants 3 credits towards the history requirement. Students who receive a score of 4 or 5 on **both** tests receive six credits, which complete this history requirement. Please review the rules for interpreting AP scores in the *Advanced Placement Credit* section of this guide.

## Economics Requirement

This requirement is two one-semester courses in Microeconomics (ECON 001) and Macroeconomics (ECON 002). Students are required to complete both courses by the end of their sophomore year.

### Advanced Placement Economics

A score of 5 on the AP Microeconomics exam warrants 3 credits equivalent to ECON 001. A score of 5 on the AP Macroeconomics exam warrants 3 credits equivalent to ECON 002. Please review the rules for interpreting AP scores in the *Advanced Placement Credit* section of this guide.

### Language

MSB students are not required to study a language, but are encouraged to integrate language study into their curricula. Please note that there are two different tracks of language study: intensive and non-intensive. Some languages (i.e., Arabic, Chinese, Modern Greek, Italian, Japanese, Korean and Russian) are offered only at the intensive level.

### Advanced Placement: Chinese, French, German, Italian, Japanese, Latin, Spanish

Credit for Advanced Placement scores in language will be determined once the student has confirmed the appropriate level by taking the placement examination during New Student Orientation or submitting the appropriate SAT II score. Please consult the *Advanced Placement Credit* section of this Guide for more information.

*\*If a student intends to major in International Business, then s/he will be required to either study/work abroad or be proficient in a second language.*

# Business Core I

## Accounting Requirement

This requirement is two one-semester courses in Accounting I (ACCT 101) and Accounting II (ACCT 102). Students begin by taking ACCT 101 in the Spring semester of their first year.

## International Business Requirement

This requirement is a three credit one-semester course in International Business (MARK 261). Students are required to complete this course by the end of their first year OR enroll in a First-Year Seminar.  
*See enclosed brochure.*

## Statistics Requirement

This 4 credit requirement consists of two courses OPIM 170 (1 credit) and OPIM 173 (3 credits). All students must take OPIM 170 for 1 credit and OPIM 173 for 3 credits **unless you fall in one of the areas below**. Students are required to complete these courses during their first year.

**Note: Calculus (MATH 035) and Computational Methods (OPIM 170) are prerequisites for Business Statistics (OPIM 173).**

### Advanced Placement Statistics

A score of 4 or 5 on the AP Statistics exam warrants part of the statistics requirement (2 credits). Students who receive AP credit for statistics should enroll in Statistical Models for Business (OPIM 172) for 2 credits to meet the 4 credit statistics requirement. Please consult the *Advanced Placement Credit* section of this Guide for more information.

**Note: Calculus (MATH 035) is a prerequisite for OPIM 172.**

### Transfer Students

If you transferred in statistics credit and you see it listed as OPIM 12- for 2 credits it means you will need to take OPIM 172 for 2 credits to meet the 4 credit requirement.

# Language Placement Guidelines

MSB students while not required to study a language are encouraged to integrate language study into their curricula. To place yourself in the appropriate course, **you must visit** the following web page for specific guidelines and online tests: <http://college.georgetown.edu/51303.html>.

These guidelines are for students placing into a language which they have already studied. Students with no previous experience in a language should enroll in the introductory course and need not take a placement test.

If you are directed to take an online test, **you must take the test prior to submitting your course requests and you are expected to abide by the Georgetown University Honor Code.** All work is to be completed by the student and with no assistance from other individuals.

After you have reviewed the guidelines and/or taken an online test, please consult the Fall 2011 *Schedule of Classes* (<http://myaccess.georgetown.edu>) for meeting days and times of all language classes and register for the appropriate course.



## NOTE: FOR STUDENTS WHO PLAN TO TAKE FRENCH

*Students who have not taken the SAT II Examination must take the French online placement test during the summer. Even if you have taken the SAT II, the French Department strongly urges all students planning to enroll in a Fall 2011 French course to take the departmental online placement test during the summer; and to follow the placement recommendations at the end of the online test. In the event that your online placement test places you into a lower level course than indicated by the SAT II score, the Department will honor SAT II results for the Fall 2011 placement and confirmation of AP credit.*

On this page you will find guidelines for:

- Arabic
- Chinese
- French
- German
- Greek:
- Japanese
- Korean
- Latin
- Persian
- Polish
- Portuguese
- Russian
- Spanish
- Turkish
- Ukrainian

## NOTE: FOR STUDENTS WHO PLAN TO TAKE SPANISH

*Students who have taken the SAT II Examination in Spanish may use those results for placement in the fall and for confirmation of AP credit. The SAT II scores and scale can be found on the language placement guideline website. All other students are expected to take the online placement test during the summer.*

# Advanced Placement Credit

## 1. Advanced Placement Credit:

In most cases, Georgetown awards credit for Advanced Placement scores of 4 or 5. If you released your scores to Georgetown at the time you sat for your AP exams, you will receive a letter confirming your AP credit from the Admissions Office in August. **If you have not had your scores sent to Georgetown, you should call ETS at 1-888-CALL-4-AP.** You may also FAX an official AP score report to the Undergraduate Program Office at 202-687-5209.

To graduate, students must complete a minimum of 40 courses and 120 credit hours. AP credit awards count towards these course and credit hour totals. In some cases, the credit may also count towards liberal arts and major requirements (please see full polices on the AP chart). Please note: if a student takes a course at Georgetown for which Advanced Placement credit has already been received, the student loses the Advanced Placement credit for that course. For transfers; qualified scores were considered during the credit evaluation process along with their college courses and are part of the 60 credit maximum transfer limit. In the field of languages, the results of Advanced Placement Examinations are considered together with the results of Georgetown language placement examinations administered during New Student Orientation in August.

If you do not receive your AP scores by July 15th (when the Expected Advanced Credit Information Form is due), select your courses based on your best guess of how you performed on the AP exams. You will be able to make changes to your course selections during Registration on August 31st, if necessary. If you expect to receive AP credit for one or more AP exams, please let us know by completing and returning the Expected Advanced Credit Information Form (included in this packet).

## MSB AP Policy Chart: Class of 2015 and Fall 2011 Transfers

AP Test	Score	Policy
Art History	5	ARTH 101 & 102 Intro to Art History I and II (6 cr.)
	4	ARTH 101 & exemption from ARTH 102 (3 cr.)
Art Portfolios	5	ARTS 110 Drawing I or ARTS 001 Design I or ARTS 003 3D Design for max of 6 credits total (3 cr)
	4	No Credit; exemption from ARTS 110 or ARTS 001 or ARTS 003
Biology	5	1 non-minor Biology class (4 cr)
	4	1 non-minor Biology class (3 cr)
Chemistry	5	CHEM 001 General Chemistry Lecture (3 cr)
	4	1 non-minor Chemistry class (3 cr)
Chinese	4 or 5	With placement beyond CHIN 112: CHIN 112 (6 cr)
Comp Sci. A/AB	4 or 5	COSC 010 Intro to Comp Sci (3 cr)
Econ (Micro)	5	ECON 001 Principles of Microeconomics (3 cr)
Econ (Macro)	5	ECON 002 Principles of Macroeconomics (3 cr)
English (Lang) (Lit)	4 or 5	1 liberal arts elective requirement (3 cr)
	4 or 5	1 liberal arts elective requirement (3 cr)
Environmental Science	4 or 5	1 liberal arts elective requirement if no credit awarded for Biology exam (3cr.)
European History	4 or 5	1 history requirement (3 cr)
French	4 or 5	With placement beyond FREN 102: FREN 101 & 102 (6 cr)
		With placement into FREN 102: FREN 101 (3 cr)
German	4 or 5	With placement in Level IV course: GERM 101 and 102 (6 cr)
		With placement into GERM 102: GERM 101 (3 cr)
Govt. (American)	4 or 5	GOVT 008 U.S. Political Systems (3 cr)
Govt. (Comparative)	N/A	No credit is awarded for this exam
Human Geography	N/A	No credit is awarded for this exam
Japanese	4 or 5	With placement beyond JAPN 112: JAPN 112 (6 cr)
Italian	4 or 5	With placement beyond ITAL 112: ITAL 111 & 112 (10 cr)
		With placement into ITAL 112: ITAL 111(5 cr)
Latin (Literature & Vergil)	4 or 5	With placement beyond the advanced level: CLSL elective (language) (3 cr) and exemption from CLSL 001, 002, 101
Calculus AB	4 or 5	MATH 035 Calculus I (4 cr)
Calculus BC	4 or 5	MATH 035 & 036 Calculus I & II (8 cr)
Calculus AB Subscore	4 or 5	MATH 035 Calculus I (4 cr)
Statistics	4 or 5	Part of statistics requirement (2 cr)
Music Theory	5	ARTM 141 Diatonic Harmony (3 cr)
Physics B	N/A	No credit awarded for this exam
Physics C-Mechanics	5	PHYS 041 Principles of Physics I (4 cr)
Physics C-Electricity	5	PHYS 042 Principles of Physics II (4 cr)
Psychology	5	PSYC 001 General Psychology (3 cr)
Spanish	4 or 5	With placement beyond SPAN 104: SPAN 103 & 104 (6 cr)
		With placement into SPAN 104: SPAN 103 (3 cr)
U.S. History	N/A	No credit is awarded for this exam
World History	4 or 5	1 history requirement (3 cr)

# Pre-Matriculation And Ib Credit

## 2. College coursework taken while in high school:

If you have taken a course at another accredited four-year college or university (community colleges are not transferable) before coming to Georgetown, you may be eligible to receive credit if the course meets all of the following requirements:

- the course was taught at the college or university, not at your high school;
- the course was taught by a regular member of the college or university faculty, not by a high school instructor given associate status by the college or university;
- the course was open to regular college or university students and not designed specifically for high school students;
- the course was recorded by the college or university on an official transcript and would be credited toward that college's or university's degree;
- the course was not credited by your high school;
- a grade of 'C' or above was earned;
- the course was completed during junior year in high school or after; and
- the course is not a foreign language course (Georgetown only accepts pre-matriculation language credit through AP exams paired with either a SATII score or placement exam).

If the course meets all of the requirements above and you would like for it to be reviewed for credit transfer, please let us know by completing and returning the enclosed Expected Advanced Credit Information Form.

Additionally, to receive credit you must send an official transcript, a copy of the course syllabus, and a completed Pre-Georgetown College Credit Form to the Undergraduate Program Office.

## 3. International Baccalaureate, International 13th Year Programs:

If you have taken an IB course(s) and the exam(s), you may receive credit for a score of six or seven on higher-level subjects. No credit will be awarded for subsidiary-level courses. If you expect to receive IB credit, please let us know by completing and returning the Expected Advanced Credit Information Form (sent to you in this pre-registration packet). See the IB Policy Chart for credit information.

If you have completed a program outside the United States educational system – such as the British A-Levels, French Baccalaureate, German Abitur or Swiss Maturité – you may be eligible for credits toward your degree and exemptions from required courses. Bring the original documentation of your 13th year examination results with you to campus so that we may determine whether or not you qualify for credits. If necessary, you will be able to adjust your schedule at Registration. If you expect to receive credit for one of these programs, please let us know by completing and returning the enclosed Expected Advanced Credit Information Form.

## MSB INTERNATIONAL BACCALAUREATE (IB) Policy Chart: Class of 2015 and Fall 2011 Transfers

NOTE: Credit is awarded for scores of 6 or 7 on Higher Level subjects only.

Test	Award	MSB Notes
<b>Art/Design</b>	ARTS 001 Design: A Visual Foundation (3 cr.)	1 Liberal arts elective
<b>Biology</b>	BIOL 02- Principles of Biology (4 cr.)	1 Liberal arts elective
<b>Business and Management</b>	No credit	
<b>Chemistry</b>	CHEM 001 General Chemistry Lecture (3 cr.)	1 Liberal arts elective
<b>Computer Science</b>	COSC 010 Introduction to Computer Science (3 cr.)	1 Liberal arts elective
<b>Economics</b>	ECON 001 Principles of Microeconomics (3 cr.) & ECON 002 Principles of Macroeconomics (3 cr.)	Completes MSB economics requirement
<b>English A1 (score of 6)</b>	1 liberal arts elective (3 cr.)	Does not meet MSB HUMW requirement
<b>English A1 (score of 7)</b>	2 liberal arts electives (6 cr.)	Does not meet MSB HUMW requirement
<b>English A2 or B</b>	No credit	
<b>Geography</b>	No credit	
<b>Hist. Americas</b>	HIST 003: History of the Atlantic World (3 cr.)	Completes ½ of MSB history/government/classics requirement
<b>Hist. Europe</b>	HIST 033: Themes in European Civilization I (3 cr.)	Completes ½ of MSB history/government/classics requirement
<b>Language A1 or A2</b>	Depends on placement; must take placement exam to determine award. See AP credit award policy for details.	All language credit counts towards liberal arts electives
<b>Language B</b>	No credit	
<b>Mathematics</b>	MATH 035 Calculus I (4 cr.)	Completes MSB math requirement
<b>Music</b>	No credit	
<b>Philosophy</b>	PHIL 020 Introduction to Philosophy (3 cr.)	Counts toward ½ of Philosophy requirement; must take an Ethics course bridge course to complete
<b>Physics</b>	PHYS 041, 042 Principles of Physics I & II (8 cr.)	2 liberal arts electives
<b>Psychology</b>	PSYC 001 General Psychology (3 cr.)	Completes ½ of MSB social science requirement
<b>Social Anthropology</b>	1 liberal arts elective (3 cr.)	Does not count toward MSB social science requirement
<b>Theatre</b>	No Credit	

## Pre-Registration Worksheet

*Note: This worksheet is only a tool to help you with online pre-registration and will **NOT** be submitted. Online pre-registration is due by **July 29th** and is available on MyAccess ([myaccess.georgetown.edu](http://myaccess.georgetown.edu)).*

**Instructions:** The top part of the worksheet should be used to fill in your appropriate AP or IB scores along with the appropriate class requirement that the AP or IB test will fulfill at Georgetown. (*Refer to pages 12 & 14 of this packet to review how specific AP or IB scores transfer into Georgetown*) The bottom part of the worksheet should be used to fill in a tentative Fall Semester schedule with primary class choices on the left and alternate class choices on the right. (*Refer to page 6 for the template of a First-Year MSB student schedule*).

### Incoming AP or IB Scores:

AP or IB Course Name	Georgetown Equivalent Course	# of Credits
<i>AP Calculus AB</i>	<i>Calculus I (MATH 035)</i>	<i>4</i>

Based on your incoming AP or IB scores, you may want to adjust your Fall Semester schedule from the template provided on page 6 so you do not pre-register for a course for which you will be receiving AP or IB credit. For example, if you took AP Calculus AB, then you would not want to pre-register for Calculus I (MATH 035).

### Fall Semester Pre-Registration

#### Primary Courses

Course	Credits	Days	Time
<i>OPIM-170-02</i>	<i>1</i>	<i>M</i>	<i>1:15-2:30</i>

#### Alternate Courses

Course	Credits	Days	Time
<i>OPIM-170-02</i>	<i>1</i>	<i>M</i>	<i>1:15-2:30</i>

*Note: When pre-registering, your first primary course listed corresponds with your first alternate course listed (and so on and so forth). Thus, if you cannot be enrolled in your first primary course, the system will attempt to enroll you in your first alternate course.*

**\*Athletes: Rank your sport last.**

## Academic Calendar for 2011-2012

### Fall Semester 2011

Aug 27	Arrival of New Undergraduate Students
Aug 28	New Student Academic Convocation, 12:00 noon
Aug 29	Registration (Transfers) Language and Math placement tests
Aug 30	Registration (First-years) Mass of the Holy Spirit, 12:00 noon
Aug 31	Classes Begin -Monday classes meet Registration changes Accepted (Add/Drop Begins)
Sep 5	Holiday: Labor Day
Sep 9	Last Day for Registration Changes/Late Registration
Sep 10	Deadline for completion of the Scholarly Research
Oct 7	Deadline to complete Academic Integrity Tutorial
Oct 10	Mid-semester Holiday: Columbus Day
Oct 14	Parents Weekend for (for parents and family of the Classes of 2013 and 2014 and new transfer students)
Nov 7	Last day to withdraw from a class
Nov 7- Nov 19	Preregistration for Spring 2011
Nov 23	Thanksgiving break begins after last class*
Nov 28	Classes Resume
Dec 7	Classes End
Dec 8- Dec 11	Study Days
Dec 12	Examinations Begin*
Dec 20	Examinations End*

### Spring Semester 2012

Jan 11	Registration Classes begin– Monday classes meet Add/Drop Begins
Jan 16	Holiday: Martin Luther King Day
Jan 20	Last day for registration changes and late registration
Feb 20	Holiday: President's Day
Mar 2	Spring Break Begins After Last Class*
Mar 12	Classes Resume
Mar 19	Last day to withdraw from a class
Apr 2- Apr 14	Preregistration for Fall 2011
Apr 4	Easter break begins after last class
Apr 10	Classes resume
Apr 30	Classes End
May 1- May 3	Study days
May 4	Examinations begin*
May 6	Study Day
May 7	Examinations Continue
May 12	Examinations End
May 18	Commencement Weekend Begins

*\*Do not make travel plans until you determine your Course schedule and the schedule of your final exams, which you will know the first week of class.*

## Important websites and phone numbers

McDonough School of Business:	<a href="http://msb.georgetown.edu">http://msb.georgetown.edu</a>
Georgetown University:	<a href="http://www.georgetown.edu">http://www.georgetown.edu</a>
GU Mail:	<a href="https://gmail.georgetown.edu">https://gmail.georgetown.edu</a>
Office of the Registrar:	<a href="http://registrar.georgetown.edu">http://registrar.georgetown.edu</a>
Schedule of Classes:	<a href="http://registrar.georgetown.edu">http://registrar.georgetown.edu</a> Then click on schedule of classes
MyAccess:	<a href="https://myaccess.georgetown.edu">https://myaccess.georgetown.edu</a>
University NetID Services:	<a href="http://netid.georgetown.edu">http://netid.georgetown.edu</a>

McDonough School of Business Undergraduate Program Office	
TELEPHONE	202-687-3851
FAX	202-687-5209
Office of the Registrar	
TELEPHONE	202-687-4020