

May 2018

Dear Student:

**Welcome** to the College of Arts and Science and to your first course registration at Vanderbilt University. Please check your postal mail for the *On the Road with AXLE* booklet, which outlines degree requirements. It should arrive within the next few days. You can find an electronic version of this and all other materials that you need to register on the College of Arts and Science website: <https://as.vanderbilt.edu/students/student-resources.php> (Scroll to the bottom of the page labeled *Important Forms and Documents* and see the middle column *For Freshmen.*). You should read *all* documents carefully, giving special attention to the Registration Checklist for New Students.

**Academic Adviser: Professor** \_\_\_\_\_  
Phone Number: 615-###-####  
e-mail address: \_\_\_\_\_@vanderbilt.edu

**Enrollment Week: June \_\_\_\_\_, 2018**

**Your enrollment window will open at 8 a.m. on the first day of your appointment week and close at 11:59 p.m. on the last day of that week. Your adviser is available 9 a.m. – 4 p.m. Central time each weekday, starting the week prior to your enrollment window** (Advisers will not be in the office on Memorial Day, Monday, May 28.).

**\*\*You MUST speak with your academic adviser and have your approval hold lifted before you can enroll in classes.\*\***

Please make sure to check your Vanderbilt e-mail account often, as the College of Arts and Science considers e-mail to be the official means of communication with students. The University Registrar's Office has sent a message regarding AccessVU to the e-mail address listed in your application. If you have not already done so, please follow the instructions in that message to activate your VUNetID and @vanderbilt.edu e-mail address.

If you completed any college courses while you were in high school, you *may* be eligible to earn pre-freshman credit. Check the new students' website for the Application for Pre-Freshman Credit. Submit any necessary materials as soon as possible; pre-freshman credit must be resolved before classes begin in the fall.

If you have taken, or will take, Advanced Placement exams, request that the College Board send your scores to Vanderbilt. Enrollments in certain courses with pre-requisite requirements will be subject to review in early August, and your AP credits may be used to satisfy those requirements. Students who do not meet pre-requisite requirements in August may be dropped from the class(es) for which the pre-requisite has not been met.

We look forward to seeing you in August.

Office of Academic Services  
College of Arts and Science