

Preregistration Advice
April 2024
Economics and Business Department

Pre-Registration

Pre-registration runs from Monday, April 8th through Friday, April 26th. More information can be found [here](#) on the Registrar's website.

E&B Academic Year 2024-25 Schedule

- The 2024-25 Economics & Business Teaching Schedule can be found [here](#).
- The E&B schedule organized by category can be found at these links:
 - [Electives by Level](#) (100, 200, 300, & 400)
 - [Electives by Special Category](#) (Econ Part E, Math Econ, IPE, Social Issues)
 - [Required Courses](#) by Block

Costs for course materials (estimate)

Estimated costs for required purchases (like a seat license for cases, online learning materials, or software or simulations) and textbooks are posted [here](#). Note that CC's cost of attendance estimate used for financial aid includes [\\$155 per block for books](#) and that students should plan ahead to cover this cost from their financial aid award or family contribution – the department is prohibited by college policy from covering these costs.

Advising Office Hours

The Economics and Business Department will hold office hours during the preregistration period Monday through Thursday from 2:30pm to 3:30pm in Palmer 119 for undeclared students seeking advice about selecting their courses; declared students are also welcome. Students can also stop by Christina Rader's office during her Department Chair office hours, most Mondays and Wednesdays between 2-3pm.

Reminders

- **Summer Course Registration:** The Economics and Business Department is offering two summer courses, please encourage students to enroll. Students can enroll in Summer Courses up until the Friday before the summer block begins. Online summer courses need to have 8 students enrolled *three weeks prior to the beginning of the block*. Otherwise, the course will be cancelled.
 - Block A, online course, BU310: Society, Business, and Economics, taught by Tim Nguyen
 - Block C, online course, BU110: Introductory Topics in Economics and Business: Capitalism and its Criticisms, taught by Tim Nguyen
- **Study Abroad / Study Away:** All requests for transfer credits from study abroad must go through Summit. If you're curious to know when/whether approved transfer credits will show up in Stellic, here is what the Registrar told us: "When we receive the official

transcripts from study abroad, we review the student's Summit application for approval comments. If the note of approval is clear and the student's requirement shows missing, we will make the exception when we process/post the transfer credit to the student's record. If the approval note is unclear or if the student's requirement appears to have already been met, then we place a general note that we received the transfer credits but are unable to update the audit accordingly. In these cases, it would be up to the student/advisor to review and if applicable, request for the exception in Stellic. The general Notes are made visible to the student as well to help remind them."

- **Stellic:** If you encounter any issues with Stellic not counting courses properly in the major, please email Ashley Nichols, Christina Rader, and Kat Miller-Stevens to notify them of the problem.
- **Sophomores:** Sophomore should declare their major by the end of sophomore year. Students should see the Paraprof, Wiki Grzech, to declare one of our majors. Click [here](#) if you have any questions on the process to declare a major in the Economics and Business Department, or if you have a question on the method to assign advisees.
- **Juniors:** Juniors have until April 16th to submit their preferences for thesis. The thesis registration form can be found [here](#). Information on the 2024-25 thesis process for students can be found [here](#). Please remind your advisees to do this! Thesis is required for all majors except IPE, which gives students a choice among capstone experiences. Students must have declared their major to sign up for thesis. Students should be very mindful of the prerequisites for thesis.
- **Seniors:**
 - **Apply to Graduate:** Seniors need to apply to graduate in Banner no later than April 19th.
 - **Research Symposium:** The Research Symposium is scheduled for the First Friday of Block 8, April 26th, from 12:30 pm – 3:00 pm. All seniors are strongly encouraged to present their thesis research.
 - **Senior Reception:** Save the date for the senior reception for our graduates, family, and friends: Saturday, May 18th, after Baccalaureate, approximately 4-6 pm in the Gates Common Room.

For Specific Majors

Economics Major

- **Electives:** Part E describes the five electives Economics majors must take. Note that we have changed the terminology in the second bullet to say that at least one elective must come from the "Economics Major Part E" list of electives, rather than calling it a cross-listed elective. We made that change because students were previously getting confused about what electives would count when we called it the "cross-listed" elective. Simply refer to the list on the website, [here](#).

Business Economics and Society Major

- **Social issues list:** The list of social issues courses is available on the website, [here](#). Additionally, the schedule organized [by special categories](#) has a row showing which social issues courses are offered when.
- **Social issues petition:** If a student wishes to petition for a course to count as social issues, follow the instructions [here](#) (downloaded file).

International Political Economy Major

- **Changes to the IPE Major:** Starting in the fall, all students in this major are required to take PS209. PS225 will no longer be offered. Students who declared prior to Fall 2024 can take either PS209 or PS225 to meet this requirement. Note, this change may not be reflected (yet) on the Registrar's website.
- **IPE Electives list:** The schedule organized [by special categories](#) has a row showing which IPE Electives are offered.
- **Political Science AY24-25 Schedule:** The schedule for political science can be found [here](#).

Mathematical Economics Major

- **Math Requirement:**
 - MA217 - students who took MA117 in AY2022-23 or earlier may count it towards the 2023 Mathematical Economics major and may also use it for the MA217 prerequisite for EC403. Going forward, MA217 is required.
- **Economics Requirement:**
 - EC403 - students should take MA120 instead of MA220 as the prerequisite. MA220 will no longer be offered in AY2024-25.
- **Economics Electives:**
 - Approved in Block 5, any 300- or 400-level EC elective will now fulfill the economics elective requirement of the major.
 - BU317 Investments will no longer count as an economics elective after 2023-2024 *unless* the student declared the Math Econ major prior to Fall 2024. If a student declared the Math Econ major prior to Fall 2024, they *can* take BU317 any time and it will count as an economics elective.
- **Mathematical Economics Elective:**
 - EC406 Game Theory - students should take MA120 instead of MA220 as the prerequisite. MA220 will no longer be offered in AY2024-25.
 - EC455 Time and Uncertainty, offered in Block 3, counts as a Mathematical Economics elective.
- **Mathematics & Computer Science AY24-25 Schedule:** The schedule for Mathematics and Computer Science can be found [here](#).

Other Information

Petitions and Requests for Credit

Students may engage in three types of petitions and requests for credit: (1) Requests for credit from transfer, study abroad, or AP/IB; (2) petitions for substitutions or exceptions to major requirements; and (3) petitions for Social Issues courses for the BESoc major. Each is handled differently, following the procedures below.

1. Requests for Credit from Transfer, Study Abroad, or AP/IB

[This web page](#) details the processes for requesting credit. All requests for transfer credit from **study abroad MUST start in Summit**, not by email. Other requests for transfer credit should be emailed to Professor Kristina Acri and **must include the course syllabus**, not just the course description or title.

2. Petitions for Substitutions or Exceptions to Major Requirements

Petitions for substitutions or exceptions to major requirements should be emailed to Professor Esther Redmount, using the process and template below. ME majors: If the petition concerns the Math portion of the ME major, the student should start by getting the petition approved in the Math department by reaching out to the chairs of the department, Professor Luis Garcia Puente and Professor Janet Burge. IPE majors: if the petition concerns the Political Science portion of the IPE major, the student should begin by reaching out to Professor John Gould during Fall semester or Professor Doug Edlin during Spring semester.

Instructions to students: In order to petition for a substitution or exception to major requirements, you will need to get your advisor's support (in writing -- an email from them to Esther Redmount would be fine) and write up a request for the department to consider and send it to Esther Redmount. In your petition you should explain:

- what you are requesting
- why the request is being made
- how this will benefit your academic, personal or professional goals
- any other relevant information

Once Professor Redmount has received the petition, she will forward it to the entire department for a vote. This is usually a process that takes a few days to a week. Given that the outcome is uncertain, you should submit the petition as soon as possible.

3. Social Issues Courses for the BESoc Major

If you wish to petition for a course to count as social issues, follow the instructions [here](#).

Courses taught by “Department”

Some courses will be taught by a one-year visitor we are in the process of hiring. If you need a consent PIN for “Department”, please email Kat.

If Banner does not recognize a student’s prerequisites for one of those courses (usually due to the prerequisites being transferred in), advisors can provide the consent of department PIN, which will be emailed to advisors separately.