Registration Instructions
(Check the boxes to ensure all steps are complete.)

- Read all enclosed materials carefully to help you register for your courses properly.
- Log on to YES (Your Enrollment Services) yes.vanderbilt.edu to design your schedule; use the sample curriculum and accompanying instructions to guide you. Be sure that none of your classes or lab times overlap.
- Using YES, enroll in your fall classes June 8 through June 26.
- Fill out the Declaration of Major form and indicate the field of engineering you wish to choose as a major. If you’re not sure, pick a major that sounds interesting. You may change your major later. Your faculty adviser will be assigned in early August according to your field of interest.
- Mail or fax your Declaration of Major form and your Consent to Release Academic Information form no later than June 26, 2015 to:

  **Office of Academic Student Services**
  VU Station B 351519
  Nashville, TN 37235
  or
  Fax: 615-343-0670

**Questions?** Please call 615-343-8061 or 1-877-676-9111 (toll free).
**Guidelines for Course Selection**

All engineering students at Vanderbilt take a common core of courses during the first year, in the sense that all students take:

- Chemistry
- Math
- Engineering Science 1401, 1402 and 1403
- Liberal Arts Core requirement or an elective
- Engineering Freshman Seminar (optional)

While it is a “common” first year, many students have Advanced Placement (AP) credits or other special circumstances requiring some guidance in selecting an appropriate schedule for the first semester.

Using the sample curriculum as a guide, use the YES class search to look up the times for the courses you have selected and place them in your cart. Be careful not to overlap course times.

**Choosing Your Chemistry Course**

If you have a 5 on the AP chemistry exam, you will receive AP credit for chemistry, and you should speak with an adviser from the School of Engineering Office of Academic Services about a suitable substitute course for the fall semester. Otherwise, you should take CHEM 1601 (lecture), CHEM 1601 (discussion), and CHEM 1601L (laboratory).

**Choosing Your Math Course**

Selection of the appropriate mathematics course is a little more involved. The usual sequence taken by entering engineering students is MATH 1300, 1301, and 2300. Math 1300 is a four-hour beginning calculus course for engineering students.

If you have earned a 4 or 5 on the BC Calculus Advanced Placement test, you will automatically be awarded eight hours of credit for MATH 1300 and 1301. Although you may start with MATH 2300, you should consider beginning calculus at Vanderbilt with MATH 1301 as good preparation for your second- and third-year courses in mathematics. If you elect to take either MATH 1300 or 1301 at Vanderbilt, the corresponding AP credit will be canceled.

If you have earned a 5 on the AB Calculus Advanced Placement test, you will automatically be awarded four hours of credit for MATH 1300, and you may start with MATH 1301.

First-year students should choose a calculus course on the basis of high school background and AP, IB or transfer credit awarded by Vanderbilt. The Department of Mathematics will evaluate student performance at the beginning of the semester and move students to a different level if warranted. If you find the course you have chosen too advanced, you may drop back to the lower level course without penalty during the first two weeks of the semester.

**Course Prerequisites**

Although some course prerequisites may be relaxed to allow first year students to register for classes before Advanced Placement or International Baccalaureate credit is applied to the records of incoming students, course prerequisites are strictly enforced.

If you anticipate using either Advanced Placement or International Baccalaureate credit to fulfill a required prerequisite, you must be sure that your score has been received and recorded on your record by August 7, 2015. The same policy is applied for students presenting pre-college transfer credit. Credit that has been received is viewable on YES under the External tab of the Academic Record.

Student records will be reviewed before the beginning of the semester. Students enrolled in classes without the required prerequisites will be administratively dropped from the class.

**Placement Tests**

Placement tests are optional. But, if you are planning to continue in a foreign language that you began in high school, we recommend a placement test in that language. The placement test for French may be found online at: ascs.vanderbilt.edu/perl/frlangtest.pl. The placement test for Spanish may be found at: ascs.vanderbilt.edu/perl/splangtest.pl.
The Liberal Arts Core

In order to provide the elements of a general education considered necessary for responsible practice as an educated engineer, the School of Engineering requires each student to complete at least 18 hours in the Liberal Arts Core.

The Liberal Arts Core will be selected from courses in the five categories designated in the AXLE Curriculum Course Distribution of the College of Arts and Science. You will see the notations for each category in the catalog description for the course posted on YES. To search specifically for the categories below, use the Advanced Search feature in YES.

1) Humanities and the Creative Arts (HCA)
2) International Cultures (INT), including Arabic 1101; Chinese 1101; French 1101; German 1101; Greek 1101; Hebrew 1101; Italian 1101; Japanese 1011, 1012 and 1101; Latin 1101; Russian 1101; Spanish 1100 and 1101
3) History and Culture of the United States (US)
4) Social and Behavioral Sciences (SBS), including Engineering Management 2440
5) Perspectives (P), including Computer Science 1151

and the distribution categories of:

6) Music Composition and Performance, including all MUSC, MUSE, MUSO, COMP, MUSL, MREP, MUTH, and performance courses in the Blair School of Music, except MUSO 0099.
7) Cognition and Development, including Peabody College courses in Psychology and Human Development numbered 1200, 1207, 1500, 1600, 1630, 1700, 1750, 2000, 2230, 2260, 2310, and 2320, and in Human and Organizational Development numbered 1000, 1100, 1200, 1400, 1700, 1800, 2260, and 2280.

Within the 18-hour requirement, the student must meet the following distribution requirements:

- At least 3 credit hours in each of at least three different categories
- At least 6 credit hours in one category

Introduction to Engineering

ES 1401, 1402, 1403

Introduction to Engineering is required of all entering engineering students. This three-part introductory course is designed to assist students in choosing a major or confirming a choice of major and to provide access to engineering topics that otherwise may not be explored.

The course is divided into three, four-week modules to be taken one after the other (also known as “in series”). Students must register for all three modules in order to get credit for Introduction to Engineering.

Modules for ES 1401, 1402, and 1403 are to be chosen based on areas of interest of the student’s choice and in no particular order.

The three modules cannot repeat each other in terms of content (e.g., the section descriptions provided in the course notes on YES cannot be taken more than once).

Students should be mindful of the notes listed under each Introduction to Engineering section as they state the content of the module. No section contains a prerequisite of any kind.

All modules meet at the same time, MWF 12:10-1:00 p.m. Each module counts for one credit hour of the three credit hour requirement, and individual grades will be reported for each module.

Questions regarding Introduction to Engineering should be referred to Director of the Division of General Engineering, Christopher Rowe, via email at chris.rowe@vanderbilt.edu or phone at 615-322-3479.

Most of these courses will be offered in the spring semester as Commons Seminars, but two seminars will be offered in the fall:

- ES 1115:01: Moore’s Law and the Engineering Economy
- ES 1115:02: God and Geeks

You may find the course descriptions and the course meeting times in the schedule of courses on YES. You will receive information about the seminars planned for spring 2016 before the spring registration period begins. If you choose to take a seminar this fall, you will earn one hour of open elective credit from this very unique experience.

Registering for Your Classes Using YES

(Your Enrollment Services)

YES is available from the Vanderbilt homepage via a link at the bottom right-hand corner of the Vanderbilt homepage, or you may go directly to yes.vanderbilt.edu. Use your VUnetID and e-password to access YES.

Once you are logged in, the system will default to your landing page. The landing page provides access to your academic applications. To navigate these applications, use the icons below your student photo or the applications tab in the navigation bar at the top of your screen. The navigation bar is the same throughout many of your academic applications.

Select the Student Registration link from your navigation bar or the available icons. When you enter Student Registration, the system will default you to class search. You may then begin to select your classes using the quick search or advanced search feature and add them to your class cart. The quick search is based on the subject area, course number, and title. The search will return any classes with those criteria that you type in the search box. The advanced search link will allow you to refine your search by selecting additional criteria. Both methods of searching will allow you to select your classes.

Once the classes are selected, click the enroll button for each class and repeat until all of your classes have been selected.

Click “Submit” after your selections have been made to complete your registration.

Messages will appear at the bottom right corner of the screen after you select the enroll button. The messages will say you have successfully enrolled in the class or that you were not enrolled. If you were not enrolled, the error message will tell you why. If you receive an error message, you will have to click on the message to remove it. Success messages will disappear after five seconds.

Sample of Fall Semester Curriculum for Engineering Freshmen

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1601 General Chemistry Lecture</td>
<td>3 hours</td>
</tr>
<tr>
<td>CHEM 1601 General Chemistry Discussion</td>
<td>0</td>
</tr>
<tr>
<td>CHEM 1602 General Chemistry lab</td>
<td>1 hour</td>
</tr>
<tr>
<td>MATH 1300 First Year Accelerated Calculus I</td>
<td>4 hours</td>
</tr>
<tr>
<td>Liberal Arts Core Requirement or Elective Credit</td>
<td>3–5 hours</td>
</tr>
<tr>
<td>ES 1401 Intro to Engineering modules</td>
<td>1 hour</td>
</tr>
<tr>
<td>ES 1402</td>
<td>1 hour</td>
</tr>
<tr>
<td>ES 1403</td>
<td>1 hour</td>
</tr>
<tr>
<td>ES 1115 Freshman Seminar (optional)</td>
<td>1 hour</td>
</tr>
</tbody>
</table>

14–17 Total Hours
Immunization Requirements
The State of Tennessee has established certain immunization requirements for all full-time enrollees in a higher education institution in the state. All admitted students intending to matriculate at Vanderbilt University must submit documentation of the required immunizations to the Zerfoss Student Health Center (medschool.vanderbilt.edu/student-health) prior to enrolling in classes.

For details about state and university immunization requirements and information on how to submit appropriate documentation, please visit the Zerfoss Student Health Center website at: medschool.vanderbilt.edu/student-health/immunization-requirements.

All incoming students must be compliant with the immunization requirements before registration for their initial term of enrollment.

Registration Holds
In order to ensure compliance with these state-mandated requirements, a registration hold will be placed on the accounts of all admitted students intending to matriculate. This hold will prevent students from enrolling in classes until all immunization requirements have been met and the hold released.

If you have questions about your registration before you meet with your adviser, please contact the School of Engineering Office of Academic Student Services by calling 615-343-8061 or 1-877-676-9111 (toll free).

If you have any questions about immunization requirements, please contact the Zerfoss Student Health Center at 615-322-2427.

If you have questions about the immunization registration hold, please contact the Office of the University Registrar at 615-322-7701 or university.registrar@vanderbilt.edu.

V² Mentoring Program
V² (V-squared) is a student-organized, freshman engineering mentor program. As a first-year student, you will be assigned an upperclass student mentor of the same potential major that you have declared. This mentor will be available to assist you with any questions and advise you throughout the year should you choose to ask him or her. You should receive a letter from your V² mentor mid- to late-July. If you have any questions regarding engineering academics or student life, we encourage you to contact your mentor, who will be more than willing to assist you.

Academic Advising for Engineering Students
A faculty adviser is appointed for each student, based on the major you have chosen. If you have not chosen a major upon entry, an adviser will be assigned to assist you in making this choice during your first year. When you choose your major, your adviser will change to the corresponding adviser in the major you have chosen. Advisers are assigned to you in early August. All engineering students will meet with their advisers during the orientation program before classes begin.

Important Dates to Remember

Fall 2015

Wed., 26 August Fall classes begin
Wed., 9 September Last day to drop a class with no entry on the record
Mon., 12 October Spring 2016 class schedule is available in YES
Mon., 12 October Spring 2016 registration windows open
Wed., 14 October Mid-term deficiencies available to students on YES
Thurs.–Fri., 15–16 October Fall Break
Fri., 20 October Last day to withdraw from a class
Fri., 20 November Spring 2016 registration windows close
Sat.–Sun., 21–29 November Thanksgiving Holiday (dorms are closed)
Thurs., 10 December Fall classes end
Fri.–Sat., 11–19 December Final examinations and reading days

Spring 2016

Mon., 11 January Spring classes begin
Mon., 25 January Last day to drop a class with no entry on the record
Sat.–Sun., 5–13 March Spring holidays (dorms are closed)
Mon., 14 March Fall 2016 class schedule is available in YES
Fri., 18 March Last day to withdraw from a class
Mon., 11 April Fall 2016 registration windows open
Mon., 25 April Spring classes end
Tues.–Thurs., 26 April–5 May Final examinations and reading days
Fri., 13 May Commencement

You will see the Student Health Imm Hold on the YES Landing Page, including information on the compliance process.

If you want to drop a class, click the red minus sign next to the class you want to drop. When you click the minus sign, the system will ask, “Are you sure you want to drop this class?” If you are, press yes. Once the class has been dropped, it will no longer show in your enrolled classes list.

YES provides other useful planning and enrollment applications that are described in the Help link in the upper right hand corner of your student landing page.