Fall 2014 Important Dates

December
12- Last day to process a University Withdrawal.
15-19- Final Exams.
19-20- Commencement Ceremonies.
24- Fall grades available on RamWeb
24-26- Winter holiday; University Closed.

Advising Tip of the Month:
Prepare for Finals!
Go to study sessions, meet with professors and TAs, and go to tutoring sessions. Use this time to prepare for your final exams! You will have an entire month of sleeping in, eating, and hanging out with friends once winter break is here, so prioritize your time wisely these final few weeks of the semester.

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*Attention Spring 2015 Graduates*
NEW PROCESS FOR GRADUATION CONTRACTS!
In the past, we have asked graduating seniors to stop by the Biology Department main office during the first 2 weeks of classes to sign graduation contracts. Starting spring 2015, we will provide students the convenience to do this en mas, as well as the opportunity to learn important information about graduation and next steps.

Key Speakers and Information Presented:
Congratulations from the Biology Department Chair/Associate Chair
Career Planning - Judy Brobst will talk about important steps to take
Student Financial Services - Student loans - Now what?
Alumni Association - How to stay connected to CSU
Sign your graduation contract - The Biology ASCs will be there with your graduation contract which you will have the opportunity to review and sign before you leave.

Please watch for an email from Liz Hysen before classes begin in January. Dates, times, and location will be made available at that time.

Remember, your Academic Support Coordinators will be here over winter break!
If you need to schedule an appointment, visit:
http://www.biology.colostate.edu/undergraduates/advising/

To learn more about what faculty, staff, and students in the Department of Biology are up to, check out our website:
http://www.biology.colostate.edu/
<table>
<thead>
<tr>
<th>Error message</th>
<th>What it means</th>
<th>When you might get it</th>
<th>What to do</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class level</td>
<td>Only students in a certain class level (fr/so or jr/sr) can register for a given course.</td>
<td>Few (if any) Biology courses have this restriction but other departments' courses (e.g., Psychology) may have it.</td>
<td>If you NEED the course, contact the home department for access.</td>
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<tr>
<td>Multiple Components Required</td>
<td>In addition to the lecture, you have to register for another component (lab or recitation) at the same time.</td>
<td>Many biology, chemistry, and physics courses are commonly associated with this error.</td>
<td>Check boxes for each component PRIOR to hitting &quot;register.&quot; Click the CRN for the lecture to see specifically which sections of lab/recitation that must be selected.</td>
</tr>
<tr>
<td>Major</td>
<td>You do not have the right major for a class.</td>
<td>Some classes are restricted just to students in that major (Business/Art are examples); other classes allow non-majors to register after a certain date.</td>
<td>Click on the CRN for details about major restriction—if the class opens to non-majors at a certain date, it will tell you that info here.</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>You fail to meet at least one prerequisite for the class.</td>
<td>BZ310 is an example (though most biology courses have prerequisites). It requires a semester of organic chemistry as a prerequisite.</td>
<td>You’ll need to take the prerequisite courses prior to registering for the course in question. If you think this is an error, contact your advisor.</td>
</tr>
<tr>
<td>Dept./Instructor approval</td>
<td>Registration for a certain class is limited and only approved on a case-by-case basis.</td>
<td>An example is BZ505 Cognitive Ecology - it requires permission from the instructor for undergrads to enroll.</td>
<td>If you seek access to a class requiring dept./instructor approval, contact the instructor listed or the department.</td>
</tr>
<tr>
<td>Stop enrollment</td>
<td>A department has stopped enrollment so that no one can register for the class until a problem is resolved.</td>
<td>Hard to say—stop enrollments can happen in any department due to unforeseen changes.</td>
<td>Try registering for a different section of the same class, or contact the department to find out more information.</td>
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</tbody>
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Registration is open for ALL students! Are you registered for at least 12 credits? Here are some common registration error messages and what they mean:

**Are you ready for Final Exams?**

**TILT Workshops: FINAL EXAM PREP!**

- Learn strategies for different exam formats
- Study smarter - making the most of your study time

**THREE OPPORTUNITIES TO ATTEND:**

- Monday, December 8th at 4pm
- Tuesday, December 9th at 5pm
- Thursday, December 11th at 6pm

**Location: TILT 221**

50 minute workshops - refreshments provided.
Free to all CSU students and no pre-registration is required.

[tilt.colostate.edu/learning](tilt.colostate.edu/learning)
December 2014

What is an Internship and How do I Find One?

An academic internship is a form of experiential education that integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Student internships may be paid or unpaid, for credit or not-for-credit. Credit must be arranged in advance directly through the student’s academic department. Credit should not be confused for compensation, as students pay tuition dollars to obtain credit.

Remember, in the Biology Department, students must meet certain criteria in order to earn academic credit for an internship. Students must be a junior by credit, have a cumulative GPA of 2.5, and a major GPA of 3.0. If you do not yet meet these criteria, do not let that stop you from completing an internship! The experience you gain from an internship is invaluable and will likely benefit you much more than earning credit.

HOW

Use the campus resources available to you! CSU has a wonderful Career Center and Career Advisors who are here to help student find the experience for which they are searching. It is never too early to start utilizing the Career Center.

Searching for an internship related to your field of study? Judy Brobst is the Career Liaison for the College of Natural Science and is a wealth of knowledge for Biology and Zoology students seeking internships or exploring career paths.

Not ready to meet personally with a Career Advisor? Don’t forget about Career Ram - a free online tool connecting students and with employers through online job and internship postings, on-campus interviews, career events, and more.

Utilize the Career Center website where you can explore internship opportunities in a wide variety of fields: http://www.career.colostate.edu/Students/JobAndInternshipSearch/InternshipResources.aspx.

To set up an appointment contact Judy at judy.brobst@colostate.edu or 970-491-5707.

Get assistance with all aspects of your career development. Learn more about internships and volunteer experiences, resume development, choosing/changing majors, graduate school, and job search skills.

Are you on Academic Probation 2? Have you started your Dismissal Appeal yet?

All students on their second consecutive semester of probation who wish to return to CSU the following semester are urged to submit an academic dismissal appeal.

• Academic dismissal appeals are considered by the Committee on Scholastic Standards, a faculty committee representing the University’s eight colleges and the Library.

• Appeals are considered in a special meeting of the Committee which is scheduled at least seven days before the beginning of the following semester.

Important!

Appeals must be submitted online (http://appeals.casa.colostate.edu) and must include a well-written personal statement and a detailed plan of action for improving academic status. The committee strongly encourages students to include any and all relevant supporting documentation.

• In your mandatory written statement, you need to identify the reasons why your academic performance has fallen below expectations and your plan must address the steps you have taken to address and correct any situations which have contributed to poor performance

• Contact CASA at 970-491-7095 for the dismissal appeal deadline. Late appeals are not accepted and you cannot edit an appeal after submission.

If an academic dismissal appeal is granted, you will be permitted to return for one additional semester as a degree-seeking student. If your cumulative GPA remains below 2.0 at the end of that semester, you will be dismissed.
Winter break is almost here!

Hopefully you are all well-rested and recharged after returning from fall break. It seems like a sprint to the finish as we go through these last two weeks of classes and look ahead to finals week. With winter break quickly approaching, it may be easy to simply go through the motions these next two weeks, but it is important to find what motivates you and finish the semester strong. After that is the time when you can hopefully take some needed time to relax, enjoy time with family and friends, have some fun or just do...nothing. When was the last time you did absolutely nothing?

Have a restful, safe, and productive winter break and a happy new year! We’ll see you back on campus in 2015!

Thinking ahead to the spring semester, however...

(because as advisors, we are almost always looking forward to the next semester), it is important to consider ways you can make your next semester even better. Let’s focus on time management. Practicing good time management is crucial to your success in college, especially in an intense science major. We know that students are busier than ever but there are little things you can do to help you stay on track and feel less stretched for time.

PRIORITIZE. Write down all your tasks. Sort them into three groups: 1’s, 2’s, and 3’s. The 1’s are essential: do them first. The lower level priorities can usually wait.

WORK TIME. Decide how much time the task requires, and how much energy.

RELAX. Regularly plan time to relax and get it together. This time may range in units of 10 minutes to whole days according to your needs.

EXERCISE. Exercise is essential for superior academic performance. Your brain would not function well if your body is tired. Stress reduces performance. Workout regularly.

FLEXIBILITY. Allow extra time for unforeseen obstacles that are bound to arise. Something almost always comes up to derail your efforts. Allow for it.

FLOATING TASKS. Floating tasks can be done anywhere, anytime. Carry around a book that you need to read, some cards to review, a study guide you need to complete.

Consider time management when scheduling your advising appointments.

- We have had a very large number of missed appointments - more than in previous semesters.
- When students do not show up for appointments, it not only wastes our time, but it takes away time from other students who could have gotten in to see us in that appointment slot.
- If you are using good time management strategies, no-showing for an appointment can be avoided.
- If you have to miss, please remember to cancel your appointment on the website: http://www.biology.colostate.edu/undergraduates/advising/. If you are unable to cancel on the website, please call the Biology Department at 970-491-7011 to let us know you won’t make it to your appointment.
Biology Student Hannah Bucheck’s semester in the Galapagos Islands

What made you choose your study abroad location?
I studied abroad in Ecuador in Spring 2014. During that time I spent about 3 weeks in Quito, 1 week at the Tiputini Biodiversity Station (TBS) and 3 days exploring the páramo and cloud forest ecosystems. TBS is located in Yasuní National Park, one of the protected areas of the Amazon Rainforest. After the month on the mainland I flew out to San Cristóbal Island of the Galápagos Archipelago and spent 3 months there. Despite the amazing locations it’s because of two main reasons. Number one: I have always had a bucket list with three things on it including visiting the Galápagos Islands, the Amazon and Australia; this trip checked two of those things off. Number two: I am extremely interested in ecology and conservation and the program I was a part of focused exclusively on evolution, ecology and con-

Has this experience helped to prepare you for your future career?
I don’t know if the academic knowledge I learned will specifically prepare me for my chosen career path; however, the things I learned about myself definitely will. My current post-graduation plan is to work in a zoo as an animal keeper. I never understood why I was so passionate about that career path until I went on this trip and took a bunch of conservation classes. From those classes I learned that I am really excited about conservation and education of the public about threatened species; two things a zoo is involved in.

How has studying abroad enhanced your CSU education?
Studying abroad introduced me to another type of academic learning; one without so many tests and with much more hands on experience. Now, don’t get me wrong, there were still exams, but the different learning style really opened up my mind and made me really want to learn and take more classes I’m interested.

What is the most important thing you learned while abroad?
I would say the most important thing I learned was actually two things. The first was that I really want to conserve animals not just take care of them. The second was that women really do have different rights in other countries. We all learn through classes and the media that women have a different place in the societies of other countries, however, I never really understood what that meant until I experienced it.

Tell us one special memory, event, or person you met from this experience that you will always hold on to.
When I was really little I went to an IMAX movie with my mother and father. It was all about the marine iguanas of the Galápagos Islands. Seeing those animals in person, and feeding under the water was the one and only thing I made a point to want to see on my trip. While on my trip I saw many marine iguanas basking on the rocks and even swimming on the surface of the water but only one time did I witness one eating beneath the surface. I would have missed it if it were not for the friends I made on my trip. They knew that that was all I wanted to see and so called me over as soon as they spotted the little fellow feeding.