ADVISING LOCATIONS AND STUDENT REGISTRATION WORKSHEET

UNDECLARED, HIGH SCHOOL, INTERNATIONAL, AND WASHBURN TECH STUDENTS:

HIGH SCHOOL STUDENTS: Admissions Office, Morgan Hall 100 (785/670-1030)
INTERNATIONAL STUDENTS: International House (785/670-1051)
WASHBURN TECH STUDENTS: Dean's Office, School of Applied Studies, Benton Hall 306 (785/670-1282)
UNDECLARED STUDENTS: Academic Advising, Mabee Library 201 (main floor)

DECLARED STUDENTS:

School of Applied Studies

BE107   Allied Health (785/670-2170) (Clinical Laboratory Science,
         Computed Tomography, Diagnostic Medical Sonography,
         Health Information Technology, Health Services Administration,
         Magnetic Resonance Imaging, Medical Imaging, Occupational Therapy Assistant,
         Physical Therapist Assistant, Radiation Therapy, Radiologic Technology,
         Respiratory Therapy, Surgical Technology, Technology Administration)

BE201   Criminal Justice/Legal Studies (785/670-1411)
         (Criminal Justice, Legal Studies, Military & Strategic Studies)

BE306   Dean's Office (785/670-1282) (Banking, Design Technology,
         Industrial Technology, Office Administration)

BE311   Human Services (785/670-2116)

BE412   Social Work (785/670-1616)

School of Business – HC114 (785/670-1308)

Accounting, Economics, Finance, General Business,
Management, Marketing, International Business,
Entrepreneurship & Innovation, MBA, MAcc

School of Nursing – PC203 (785/670-1525)

College of Arts and Sciences

AB101   Art (785/670-1125)
ST210   Astronomy, Physics (785/670-2141)
GC133   Bachelor of Integrated Studies (785/670-2245)
ST202   Biology (785/670-2077)
ST312   Chemistry (785/670-2270)
MO206   Communication (785/670-2230)
ST304   Computer Information Sciences (785/670-1739)
CA202   Education (785/670-1427)
MO237   English (785/670-1441)
HC311   History (785/670-2060)
PC201   Kinesiology (785/670-1459)

HC316   Mass Media (785/670-1836)
MO209   Master of Liberal Studies (785/670-1636)
MO250   Mathematics & Statistics (785/670-1491)
MO350   Modern Languages (785/670-1714)
GC211   Music (785/670-1511)
MO206   Philosophy, Religion (785/670-1542)
HC215   Political Science, Public Admin (785/670-1737)
HC211   Psychology (785/670-1564)
HC218   Sociology, Anthropology (785/670-1608)
GC133   Theatre Arts (785/670-1639

Building Codes

AB Art Building
BE Benton Hall
BT Bennett Computer Center
CA Carnegie Hall

GC Garvey Fine Arts Center
HC Henderson Learning Resource Center
LLC2 Living Learning Center
MA Mabee Library

MO Morgan Hall
MU Memorial Union
PC Petro Allied Health Center
ST Stoffer Science Hall

REGISTRATION WORKSHEET

CRN						Subject and Course Number	Credit Hours	Grading Options Grade, Pass/Fail, Audit	Day/Time	Building/Room

Online credit courses are available in a variety of subjects. These courses require that you have access to the Internet or use campus computer labs to access **Desire2Learn** course materials. Some of the courses may require periodic on-campus sessions or proctored exams.

To view the list of online courses, go to **washburn.edu/schedule** and click the **Course Schedule** link for the proper term. You may enroll in an online course the same way you enroll in any other WU credit course (refer to the registration section of the Registration Information Guide for specific enrollment information). To access online courses, faculty and students should login to MyWashburn at **my.washburn.edu**. Direct access to your online courses is located on the MyCourses tab in MyWashburn by clicking on the course name. Online courses may also be accessed directly through **Desire2Learn** at **https://d2l.washburn.edu/**. Login using your MyWashburn username and password. Students should also change their MyWashburn time out setting from the default value in "My Account Preferences" inside MyWashburn to at least 120 minutes to avoid timing out while working in an online course. Care should be taken to log out completely when finished. All students enrolled in online courses have access to the **Desire2Learn Student Orientation**. To access the Student Orientation, in D2L, click My Home in the upper left. Then click the Help drop-down menu and choose Student Help. Students new to online classes are strongly encouraged to review the orientation material before or during the first week of classes.

The student orientation covers each of the tools and answers some of the most commonly asked questions. For technical support with online classes email **online-ed-support@washburn.edu** or call (785) 670-2381. Phone support is available Monday through Thursday, 8 a.m. – 9 p.m. central time, Friday 8 a.m. – 5 p.m. Email support is available all the time except for official holidays and University closings. Online Education Support staff will answer emails within 24 hrs.

2019 New Student Orientation Dates

All programs begin at 8 a.m. and end at 5 p.m., and include breakfast and lunch. Guests are encouraged to attend. There is currently no fee to attend orientation.

Fall 2019:

- Wednesday, May 22, 2019
- Thursday, May 23, 2019
- Thursday, June 6, 2019
- Friday, June 7, 2019
- Wednesday, June 19, 2019
- Thursday, June 20, 2019
- Monday, June 24, 2019
- Tuesday, June 25, 2019
- Wednesday, August 14, 2019

Registration for New Student Orientation is currently open. In order to register for an orientation session, you will need to use your email address and password that you used for your Washburn admissions application - not your Washburn email address.