



Department of Geology & Meteorology

October 15, 2009

«FirstName» «LastName»
«Address1»
«Address2»
«City», «State» «ZipCode»

Dear «FirstName»,

Spring 2010 course schedules are now available online (via KeanWise and <http://www.kean.edu>). Early registration starts on October 27, 2009. Students with either a first or second major in the Department of Geology & Meteorology are required to meet with their faculty advisors before registration. **Your Faculty Advisor is:** «FacultyAdvisor» .

1. Please, first make an appointment for advisement with your advisor via email, or come in during your advisor's office hours. Your advisor's email address and office hour are posted on (a) KeanWise, (b) Geology/Meteorology Department Office door (C-323), and (3) at <http://hurri.kean.edu/advisement>. Please work out a preliminary schedule before you meet with your advisor and bring your transcript evaluation with you if necessary.
2. Department advisement guide sheets and two year course offerings can be found at <http://hurri.kean.edu/advisement>. The new "Collateral Program in Environmental Studies" has been approved. This is an 18 credit program that offers a multi-disciplinary approach to environmental issues and this would be a good choice for students in the B.A. in Earth Science (General Option) track.
3. You should register for all required classes on your priority registration date which is listed on the enclosed "System Availability" page and also in the Registration Bulletin. If you can not register during your priority registration date, you **MUST** stop by C323 and put your name on the **CLASS WAITING LIST BEFORE NOVEMBER 16 (MONDAY)**. **FAILURE TO DO SO, MEANS THAT YOU WILL NO LONGER GET AN OVERLOAD, OR THE CLASS CAN BE CANCELLED. YOUR PROJECTED GRADUATION DATE MAY ALSO BE DELAYED!**
4. Two new courses offered in Spring 2010 are: OCEN 4600 and OCEN 4601. Please see the attachment for more information or visit <http://hurri.kean.edu/advisement>.
5. If you are thinking of taking GEOL 4265: Petrology, ES 3200: Geographic Information System or OCEN 4600: Marine Conservation, please register early or put your name on the waiting list.
6. Your bill will be mailed shortly after you register. Failure to pay your bill on time will result in the cancellation of your registration. Then you will have to start all over again – but at that point the course selection is very limited which may seriously affect your plans and your projected graduation date. **Please pay your bill on time!!!**
7. Your email address on file with the department is : «EmailAddress»
If you would like to update your email address, or if you are no longer a major with this department, please call 908-737-3690 or email the Department secretary (Tina) at cpacia@kean.edu.

Thank you and welcome to the department.

Sincerely yours,

Shing Yoh, Chairperson
Department of Geology and Meteorology