

Enrollment for the spring semester begins Monday, October 26th. Here's what you need to do:

- 1) Schedule an appointment with your faculty mentor. You should try to schedule this appointment about a week before your advising appointment (see the list of times in (2)). If you don't know who that is, go to <http://www.cis.ksu.edu/advising/mentor/student>. Your mentor will provide you with a signed mentoring slip.
- 2) If you are an IS major, schedule your advising appointment with Roberta Hodges. If you are a CS or SE major, schedule your advising appointment with either Julie Thornton or Nathan Bean. You can schedule an appointment by going to the advising appointment calendar at [http://www.cis.ksu.edu/ external/calendar/](http://www.cis.ksu.edu/external/calendar/) (just select an advisor's name from the drop-down menu). Please try to stick with the following times, according to your number of hours:
  - a. Seniors (90+ hrs): October 19-26
  - b. Juniors (60+ hrs): October 27-November 2
  - c. Sophomores: (30+ hrs): November 3-9
  - d. Freshman: (<30 hrs): November 10-20
- 3) Bring to your advising appointment:
  - a. Your signed mentor slip
  - b. A proposed class schedule for Spring 2010. Course schedules are available at <http://courses.k-state.edu/spring2010/schedule.html>.
- 4) Look up your enrollment time on iSIS. Here is a tutorial: <http://www.k-state.edu/isishelp/student/viewEnrollDate.html>
- 5) Enroll on iSIS (<https://isis.ksu.edu>). Here is a tutorial: <http://www.k-state.edu/isishelp/student/addClass.html>

### **Prerequisite Policy**

- For an CIS course, you must have a 'C' or better in all prerequisites
- If you haven't satisfied the prerequisites, you may not be allowed to enroll the course

### **Instructor Permission**

- Some CIS courses are marked "instructor permission" on the course offering
- To get permission, go to the main office (Nichols 234) and put your name in the sign-up register located at the front desk

### **Infrequent Courses**

The following CIS courses may only be offered once per year. Use this information when planning your semester schedule:

Spring 2010: 415, 541, 544, 575, 625

Fall 2010: 362, 505, 520, 525, 540, 543, 560, 562

Spring 2011: 415, 541, 544, 575, 625