PLANNING YOUR PROGRAM

In order for you to use your time wisely at Calvin, use the information contained in this booklet and the college catalog to map out over four years which courses you must take and when.

Most students spend their first two years at Calvin working on the liberal arts core requirements. Some majors require that you start earlier. The liberal arts core requirements are listed in this booklet along with a chart that you use to make your map. There is also a sample plan for the Special Education Program in the Guidebook.

Pay careful attention to the notations in the college catalog telling you when certain courses will be offered. For example, “S” means that the course will be offered only in the spring semester. You should also make the best use of any one or two-hour course requirements by adding these to a normal course load.

Keep the map with you during advising and registering. A completed map allows you to make the proper substitutions during the often hectic and stressful registration period when you discover that certain courses have been closed or canceled. Help is available during this time, but you should be aware that some advisors are not as knowledgeable as others about the very complex education program, and the responsibility for taking the proper courses is yours.

Making a program map:

- Collect your Academic Evaluation Report, the Education Program Guidebook, a Calvin catalog, a model schedule (if your major or minor department provides one), and a program worksheet.
- Check your AER for accuracy. Check with the Registrar if your AER is not accurate.
- Make a list of all the courses you still need to take including the number of semester hours of each course. Separate your list by core, major/minor and EDUC courses.
  - If there is a certain sequence to the courses you need, write them out in that order. (e.g. EDUC 322 before EDUC 326).
  - Make a note by courses that are only offered in fall, interim, or spring.
  - Make a note by courses that are offered regularly in the summer. (e.g. many core courses, as well as major and minor courses are currently offered each summer).
- Fill in the program worksheet grid (use pencil or save an electronic copy - you will be adjusting this as you go!):
  - Fill in your target semester for student teaching first (Note that secondary math student teaching only occurs in the fall and that many other secondary programs are only offered in the spring).
  - Fill in courses only offered during a particular semester or that require a particular sequence next (e.g. English 350 must be taken in the fall semester prior to student teaching).
  - Fill in the rest of the spaces in your schedule with your preferred number of semester hours each semester.
  - Make sure you use interims efficiently. Often electives in your major and/or minor(s) can be fulfilled during interim.
- Have your major/minor and education advisor check your plan for accuracy.
- Keep multiple copies of your plan and have them handy at advising and registration times.

Note: This plan is just a guide for registration. You are not guaranteed this arrangement of courses. Know which courses can and cannot be switched around for maximum benefit during registration.
Using your AER, enter all of the courses you need to complete and when you plan to complete them. Use the catalog to determine which courses are offered Fall only or Spring only and which could be completed during Interim or Summer. Remember to include all core courses, Education courses, and major/minor courses.

Review this plan with your advisor before registering for classes.