Class of 2023
Student Registration Guide
Guide to Fall Semester 2019 Registration
(New York)
Welcome

Congratulations on your acceptance to the NYU Class of 2023! This handbook will serve as your guide for Fall 2019 registration, and a useful reference for the future. It includes important registration information, curriculum guidelines, advisor contacts and other details about the first-year experience in Global Liberal Studies.

Please be sure to thoroughly review this guide prior to registration on Tuesday, June 4th. You will also find more information and updates on the Global Liberal Studies Advising Website.

We are excited to welcome you into the Liberal Studies community!

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What Should I Do Now?

Registration Checklist

Registration for first-year students in Global Liberal Studies opens on **Tuesday, June 4th**. Each student is assigned a specific registration appointment time in the Albert Student Center, accessed through your NYUHome portal. Please note the ADVISING HOLD will be automatically released the morning of June 4th for all first-year students.

Please complete the following checklist well before the registration date so you are prepared for registration:

☐ **Step 1: Activate your Net ID by May 23rd**
  - Activate your NYU Net ID online at [http://start.nyu.edu](http://start.nyu.edu)
  - Enroll in **Multi-Factor Authentication**, the security feature for NYU student information systems that helps protect access to your records. All students are required to register at least one (mobile) device in order to authenticate the user when signing into NYU systems.
  - If you encounter problems, please contact IT Client Services at (212) 998-3333 or by email at AskIT@nyu.edu.

☐ **Step 2: Review the Albert Registration Guide before June 1st**
  - Albert is the student information system at NYU, accessed through your NYUHome portal. To learn more about registration procedures through Albert, review the specific links for information on how to **Search**, **Validate**, and **Enroll** in classes. Note that Advisor Holds will be automatically lifted the day of registration.

☐ **Step 3: Mark your calendar for the Global Liberal Studies Registration Webinar**
  This session will review the important details in registering for classes at NYU, and answer some common questions for new students. You will have the opportunity to submit questions live for academic advisors!

  **Global Liberal Studies Registration Webinar**
  Tuesday, May 28th from 6:00-7:00pm EDT
  View the webinar

☐ **Step 4: Before June 4th, using Albert Course Search, draft a schedule of the four classes you plan to take in the fall semester.**

The NYU Albert Course Search provides the most comprehensive scheduling information for classes, including the specific class # needed in order to register online for a particular section of a course. For further descriptions, refer to the Global Liberal Studies Advising website. As a reminder, most students register in 4 total courses (including 3 requirements from Liberal Studies). The fourth course should fulfill a general education requirement (such as science, math or language); or a general elective. As you search, note the 3 GLS requirements mentioned below will be listed under Liberal Studies.

  ___ Global Writing Seminar, GWS-UF 101 (Required)
  ___ Cultural Foundations I, CFI-UF 101 (Required)*
  ___ Social Foundations I, SFI-UF 101 (Required)*
  ___ AND a fourth class; for assistance, consult with your academic advisor and refer to the appropriate section in this registration guide.

Some Special Notes & Reminders

- We encourage you to balance your schedule by arranging two classes on Mondays & Wednesdays, and the other two classes on Tuesdays & Thursdays, if possible.
First-year students are expected to register in four 4-credit classes in the fall semester. Note full-time status at NYU is defined as enrollment in 12-18 credits, and students on average take 16 credits.

Some lectures in the College of Arts and Science may have a weekly recitation (RCT) associated with it. If so, you are required to register for both the lecture and a corresponding recitation, entering class numbers for both.

Waitlists are not an option for courses offered through Liberal Studies.

Remember to add your chosen sections to your shopping cart in Albert, to have these sections all queued up for the morning of registration!

☐ **Step 5:** On June 4th, register in your four classes for Fall 2019 at your designated time or soon afterwards
  - Registration is through NYUHome. Log into your account at [http://home.nyu.edu/](http://home.nyu.edu/), and click on the Albert Student Center link under the Academics tab. Once connected to the Student Center, click on the “Enroll” link to register for your courses.
  - Follow the instructions provided in the Search, Validate, and Enroll videos to search for class listings, and ultimately register for classes when activated on June 4th (or as soon as possible thereafter). Note that advising holds will be automatically released the morning of June 4th.

☐ **Step 6:** Confirm your selections by viewing your class schedule in Albert
  - You should be able to view your enrolled courses for the fall semester on the main Student Center page in Albert. Your registered courses are listed in the “Enrolled Course” section for Fall 2019 tab.
  - To view your weekly schedule of classes, click on the “Weekly Schedule” link below the list of your enrolled courses (on the Fall 2019 tab of the Student page in Albert).

If you encounter difficulties during the registration process, or you have questions related to your requirements for fall semester, please refer to the “Academic Advisor Contacts” on the next page, identify the academic advisor designated by your last name and reach out by email or telephone.
Who Can I Contact?

All Global Liberal Studies students are assigned an academic advisor and a faculty mentor. One of the benefits of the GLS degree is that it allows students to take responsibility for their individual academic path and select courses that connect with their interests and objectives. We want you to make informed decisions by establishing relationships with both your academic advisor and with your faculty mentor where you ask questions, listen to advice and thoughtfully consider your options.

Academic Advisor

Academic advisors are professional staff members at NYU who are available to address the full range of your advising-related questions and needs. They have a comprehensive understanding of the university and the resources available to you, and maintain your complete advising record in order to inform appropriate academic decisions. Your academic advisor is available to you by email or telephone throughout the summer to assist with any advising or registration issues. Please refer to the chart below in order to find your assigned academic advisor.

You remain with your academic advisor for your duration in Global Liberal Studies. The academic advisors are located in the Liberal Studies Advising Center, 726 Broadway, 6th Floor, available either by scheduled appointment 9am - 5pm or during designated drop-in hours.

<table>
<thead>
<tr>
<th>Last Name</th>
<th>Academic Advisor</th>
<th>Email</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A – J</td>
<td>Stephanie Santiago</td>
<td><a href="mailto:stephanie.santiago@nyu.edu">stephanie.santiago@nyu.edu</a></td>
<td>(212) 998-7269</td>
</tr>
<tr>
<td>K – Z</td>
<td>Candace Sumner-Robinson</td>
<td><a href="mailto:csrobinson@nyu.edu">csrobinson@nyu.edu</a></td>
<td>(212) 998-3615</td>
</tr>
</tbody>
</table>

Faculty Mentor

Each GLS student is assigned a member of the full-time faculty as their faculty mentor. Since the transition during first year is so important, all entering students work specifically with the Director of Academic Engagement for GLS. Your faculty mentor will help you make informed decisions related to your academic goals, and help you make the most of the opportunities encountered during your first year. He will discuss transition to the academic context, and work with you to integrate classroom experience with community-based, global engagement, and co-curricular experiences. Finally, your faculty mentor will encourage conversations that help you achieve new perspectives.

<table>
<thead>
<tr>
<th>Faculty Mentor</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prof. Philip Kain</td>
<td><a href="mailto:philip.kain@nyu.edu">philip.kain@nyu.edu</a></td>
</tr>
<tr>
<td>Director of Academic Engagement</td>
<td></td>
</tr>
<tr>
<td>GLS First-Year Faculty Mentor</td>
<td></td>
</tr>
</tbody>
</table>
Advising Groups

Global Liberal Studies Advising Groups offer first-year students the opportunity to establish a small community during orientation and throughout the first semester. The advising groups provide a welcoming and supportive environment through which to build relationships with your peers, your Academic Advisor, and your Student Leaders, in addition to learning important information about advisement and registration. In particular, Advising Groups will help connect students in the following ways:

**Summer Registration**
First-year students in Global Liberal Studies will be introduced to their Advising Groups by their assigned Academic Advisor through email correspondence on May 17, 2019. Registration for the Fall 2019 semester then opens for new students on Tuesday, June 4.

**Global Liberal Studies Orientation**
Orientation for Liberal Studies is scheduled from August 26 – August 30th, 2019. Throughout orientation, there will be a variety of events and activities, academic sessions and workshops, and services designed to help students acclimate to Global Liberal Studies and New York City! For general information about orientation, as well as other important dates and checklists this summer, visit Next Stop NYU.

**Student Leaders**
The Global Liberal Studies Student Leader program is designed to assist new students with their academic, social, and personal transition by designating helpful upper-level peer mentors for each Advising Group.

**Summer Reading**
All first-year students at NYU read the same book together during the summer, which is part of the common read program called NYU Reads. The selections chosen are themed around diversity and inclusion, cultural exchange and encounters, and recognizing the multiple stories within each of us, all important concepts for new members of our community. The readings seek to generate discussions about the mosaic of experiences students can anticipate in NYU and New York City. The book selected for our 2019 Summer Reading is “EDUCATED” by Tara Westover. More details about the 2019 Summer Reading will be forthcoming soon from your advisor.
4th Class Options
Global Liberal Studies

This section helps identify some possible options in selecting your fourth course for the fall semester.

Options for the Global Cultures Requirement
- African Cultures, AFGC-UF 101
- Caribbean Cultures, CAGC-UF 101
- East Asian Cultures, EAGC-UF 101
- Latin American Cultures, LAGC-UF 101
- Middle Eastern Cultures, MEGC-UF 101
- South Asian Cultures, SAGC-UF 101

GLS has a language study requirement as well as a language proficiency requirement.
Students must attain proficiency through at least the Intermediate level II. In addition, they study the language of their junior year site each semester while abroad.

Options for Foreign Languages
If you are interested in registering for a language class, please refer to the foreign language section of this guide on page 8. Contact your advisor with any questions about foreign language requirements.

Options for the Natural Science Requirement
- History of the Universe, HOU-UF 101 (Physical Science)
- Science of Technology, SCTEC-UF 101 (Physical Science)
- Life Science, LISCI-UF 101 (Life Science)
- Environmental Studies, ENSTU-UF 101 (Life Science)
- Living in the Anthropocene, LIVN-UF 101 (Either Science)

Liberal Studies offers four science courses. If you are undecided about the fourth course selection, we encourage you to consider registering for a science class in Liberal Studies. GLS requires two sciences prior to graduation (or alternatively, one science & one approved quantitative elective), which are generally not offered at the junior year away sites.

If you have AP science or math credit, please refer to the Advanced Placement information on page 7.

Options for Economics Electives
- Principles of Macroeconomics, ECI-UF 101 (equivalent to CAS Introduction to Macroeconomics, ECON-UA 1)
- Principles of Microeconomics, ECII-UF 102 (equivalent to CAS Introduction to Microeconomics, ECON-UA 2)

Principles of Macroeconomics and Principles of Microeconomics in Liberal Studies are equivalent to Intro Macroeconomics and Intro Microeconomics in CAS. The difference is the smaller class size in Liberal Studies and an additional weekly recitation for CAS.

There is no mathematics requirement in GLS (though students can complete a quantitative course in lieu of a second natural science). Some minors nonetheless require a specific math course, so please consult with your advisor with any questions.

Sample Options for Other Electives
- Mathematics
  - Algebra and Calculus, MATH-UA 9
    This class is a prerequisite to Calculus I or Math for Economics I, if you do not place directly into calculus.
  - Calculus I, MATH-UA 121*
  - Mathematics for Economics I, Math UA 211*
  - Any Statistics or Quantitative Methods Course

*In order to register for either Calculus I or Math for Economics I, students must be considered “calculus ready”

A full year of international study is required for all GLS juniors at one of the GLS sites.
4th Class Options (Continued)

Sample Options for Other Electives

- **Human Evolution**, ANTH-UA 2  
  Applicable toward the Life Science requirement

- **Introduction to Macroeconomics**, ECON-UA 1*  
  Equivalent to GLS Principles of Macroeconomics, ECI-UF 101

- **Introduction to Microeconomics**, ECON-UA 2*  
  Equivalent to GLS Principles of Microeconomics, ECII-UF 102

- **Power and Politics in America**, POL-UA 300  
  Applicable toward Politics minor

- **Comparative Politics**, POL-UA 500  
  Applicable toward Politics minor

- **International Politics**, POL-UA 700  
  Applicable toward Politics minor

- **Introduction to Psychology**, PSYCH-UA 1*  
  Applicable toward Psychology minor

And Many More! Consult Listings through the Albert Course Search!

GLS students may take electives in other NYU schools open to students across the university. Students should contact their academic advisor for questions related to introductory courses outside of Liberal Studies and CAS.

*AP Credit

Students with AP credit in classes marked with an asterisk (*) should refer to the Advanced Placement Information for Class Selection on the following page of this guide before registering. And please meet with your advisor at the beginning of the semester to have any eligible AP credits applied toward your degree.
Advanced Placement (AP) Credit Information

In most cases, an AP exam score of 4 or 5 will award advanced standing credits, and may exempt you from specific courses at NYU. Some of the common exemptions are listed below. For a complete list though, refer to the CAS Bulletin (under Advanced Placement Equivalencies). For other advanced standing examinations, such as International Baccalaureate, contact your academic advisor.

There are two steps necessary to have AP credits applied to your NYU academic records. First, you must have the scores sent from the College Board to NYU (school code: 2562). After the scores have been sent, schedule an appointment with your advisor to have the AP credits posted to your transcript beginning the third week of the fall semester. For foreign language AP exams, please refer to the following page.

<table>
<thead>
<tr>
<th>AP Test</th>
<th>Score</th>
<th>Class Exempt from</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>4 or 5</td>
<td>Physical and Life Science</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4 or 5</td>
<td>Physical and Life Science</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>4 or 5</td>
<td>Physical Science</td>
</tr>
<tr>
<td>Macroeconomics</td>
<td>4 or 5</td>
<td>Principles of Macroeconomics/Intro to Macroeconomics</td>
</tr>
<tr>
<td>Mathematics AB</td>
<td>4 or 5</td>
<td>Calculus I</td>
</tr>
<tr>
<td>Mathematics BC</td>
<td>4</td>
<td>Calculus I</td>
</tr>
<tr>
<td>Mathematics BC</td>
<td>5</td>
<td>Calculus I and II</td>
</tr>
<tr>
<td>Microeconomics</td>
<td>4 or 5</td>
<td>Principles of Microeconomics/Intro to Microeconomics</td>
</tr>
<tr>
<td>Physics 1 or Physics 2</td>
<td>4 or 5</td>
<td>Physical Science</td>
</tr>
<tr>
<td>Physics 1 AND Physics 2</td>
<td>4 or 5</td>
<td>Physical and Life Science</td>
</tr>
<tr>
<td>Physics B</td>
<td>4 or 5</td>
<td>Physical and Life Science</td>
</tr>
<tr>
<td>Physics C-Mech AND Physics C-E&amp;M</td>
<td>4 or 5</td>
<td>Physical and Life Science</td>
</tr>
<tr>
<td>Physics C-Mech</td>
<td>4 or 5</td>
<td>Physical Science</td>
</tr>
<tr>
<td>Physics C-E&amp;M</td>
<td>4 or 5</td>
<td>Physical Science</td>
</tr>
<tr>
<td>Psychology</td>
<td>4 or 5</td>
<td>Intro to Psychology</td>
</tr>
</tbody>
</table>

**Advanced Standing Credits:** To receive NYU credit for a college course taken at another college, you must receive a grade of B or better and submit official transcripts directly to NYU. **Please note:** Not all advanced standing credits replace a course requirement or major requirement, and all grades and scores must be evaluated by the LS Advising Center. To apply advanced standing credits, you must send official copies of your AP scores and/or college transcripts. You can have AP scores sent electronically to NYU (school code 2562) via the College Board website. PLEASE DO NOT SEND TRANSCRIPTS OR SCORES TO THE LIBERAL STUDIES OFFICE.
Foreign Language

For any language in which you have no prior background, you should register for the Beginners/Elementary I level. If you have prior language experience, and wish to register for a class higher than the elementary level, you should either:

- Complete the placement exam for that language, or
- Have qualifying scores on AP (minimum 4) or IB (minimum 6, HL) examinations in that subject, or
- Have a qualifying score on the SAT II exam in that subject

Please note, some common languages where we have large numbers of heritage speakers enrolled at NYU (eg. Chinese) may still require permission or a placement exam to register for Elementary I; please read the specific description of the course for more details. Refer to the guidelines linked below for particular languages in order to determine your next step.

If you wish to enroll in a language class other than those listed, contact your academic advisor for further guidance.

*If you have a sufficient SAT II exam score, but cannot enroll yourself online, please contact the appropriate language department.

Arabic (Middle Eastern and Islamic Studies)

Japanese, Korean, and Mandarin (East Asian Studies)

Spanish and Portuguese

French

Italian

German

Advanced Placement (AP) Note: If you scored a 4 or 5 on the German Language exam, and you want to enroll in an advanced German class, please contact the Director of Language Programs, andrea.dortmann@nyu.edu, for guidance.

Foreign Language Placement Examination Information

Online exams cannot be used for purposes of exemption, only for placement; and can only be taken once. Students who score above a minimum level on placement exams will be invited to an in-person exam in order to qualify for exemption. For a complete list of foreign language placement exams, visit CAS Placement Examinations.

Please note that even if the exemption exam in a language is passed, GLS students are still required to complete one course in the language of their global site each semester of junior year.
**GGLS Advising Record 2019 – 2020**

Note: This worksheet reflects program requirements for students entering Fall 2019. It represents an informal advising record only. Students should consult with an academic advisor about all requirements.

<table>
<thead>
<tr>
<th>First Year Fall</th>
<th>First Year Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cultural Foundations I</td>
<td>Cultural Foundations II</td>
</tr>
<tr>
<td>Social Foundations I</td>
<td>Social Foundations II</td>
</tr>
<tr>
<td>Global Writing Seminar</td>
<td>Elective/Other Degree Requirement</td>
</tr>
<tr>
<td>Elective/Other Degree Requirement</td>
<td>Elective/Other Degree Requirement</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sophomore Year Fall</th>
<th>Sophomore Year Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced GLS Elective</td>
<td>Sophomore Seminar: Approaches</td>
</tr>
<tr>
<td>Language</td>
<td>Sophomore Seminar: Global Topics*</td>
</tr>
<tr>
<td>Elective/Other Degree Requirement</td>
<td>Language</td>
</tr>
<tr>
<td>Elective/Other Degree Requirement</td>
<td>Elective/Other Degree Requirement</td>
</tr>
</tbody>
</table>

* May be taken in the spring of first year, or the fall or spring of sophomore year

<table>
<thead>
<tr>
<th>Junior Year Fall (Study Away)</th>
<th>Junior Year Spring (Study Away)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language</td>
<td>Language</td>
</tr>
<tr>
<td>Advanced Global Topics**</td>
<td>Experiential Learning***</td>
</tr>
<tr>
<td>City As Text</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
</tbody>
</table>

** One semester, taken either term

*** Divided into two components: Onsite Placement (2 credits) and Independent Research Seminar (2 credits)

<table>
<thead>
<tr>
<th>Senior Year Fall</th>
<th>Senior Year Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Colloquium</td>
<td>Senior Thesis (6 credits)</td>
</tr>
<tr>
<td>Senior Seminar</td>
<td>Senior Seminar</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
</tbody>
</table>

**Other Degree Requirements**

- **GGLS Science and/or Quantitative Requirement:** Choose *either two Natural Sciences* (History of the Universe (HOU-UF 101), Science of Technology (SCTEC-UF 101), Life Science (LISCI-UF 101), Environmental Studies (ENSTU-UF 101), Human Evolution (ANTH-UA 2) or Living in the Anthropocene (LIVN-UF 101)); **OR one Natural Science AND one quantitative course chosen from the list available at [bit.ly/GLSScienceQR](http://bit.ly/GLSScienceQR).**

- **Global Cultures:** Usually taken during the first year, options include African Cultures, East Asian Cultures, Caribbean Cultures, Latin American Cultures, Middle Eastern Cultures or South Asian Cultures

- **Language:** GGLS has a language study requirement as well as a language proficiency requirement. Students must both attain proficiency through at least the intermediate level and study in the language of their junior year site during each semester abroad. In addition, students must have proficiency through the beginning level (normally courses I/II in a sequence, which may be taught in a single intensive semester) before studying away.

Junior Year Away: A full academic year of [international study at a GGLS site in the junior year](http://internationalstudy.bit.ly/GLS) is required.
# Resource Directory for Students

<table>
<thead>
<tr>
<th>Office</th>
<th>Location</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Resource Center (ARC)</strong></td>
<td>18 Washington Place</td>
<td>212.998.2272</td>
</tr>
<tr>
<td><strong>Bursar</strong></td>
<td>383 Lafayette Street</td>
<td>212.998.2806</td>
</tr>
<tr>
<td><strong>Center for Multicultural Education and Programs (CMEP)</strong></td>
<td>Kimmel Center, Suite 806</td>
<td>212.998.4343</td>
</tr>
<tr>
<td><strong>Global Spiritual Life</strong></td>
<td>238 Thompson Street, 4th Floor</td>
<td>212.998.4959</td>
</tr>
<tr>
<td><strong>Center for Student Life</strong></td>
<td>Kimmel Center, 7th Floor</td>
<td>212.998.4711</td>
</tr>
<tr>
<td><strong>Counseling Services</strong></td>
<td>726 Broadway, Suite 471</td>
<td>212.998.4780</td>
</tr>
<tr>
<td><strong>Dining Services</strong></td>
<td>238 Thompson Street, Room 362</td>
<td>212.995.3030</td>
</tr>
<tr>
<td><strong>Financial Aid and Scholarships</strong></td>
<td>383 Lafayette Street</td>
<td>212.998.4444</td>
</tr>
<tr>
<td><strong>Global Programs</strong></td>
<td>383 Lafayette Street, 4th Floor</td>
<td>212.998.4433</td>
</tr>
<tr>
<td><strong>Student Health Center</strong></td>
<td>726 Broadway, 3rd and 4th Floors</td>
<td>212.443.1000</td>
</tr>
<tr>
<td><strong>Information Technology Services (ITS)</strong></td>
<td>10 Astor Place, 4th Floor</td>
<td>212.998.3333</td>
</tr>
<tr>
<td><strong>LGBTQ Student Center</strong></td>
<td>Kimmel Center, Suite 602</td>
<td>212.998.4424</td>
</tr>
<tr>
<td><strong>Moses Center for Students with Disabilities</strong></td>
<td>726 Broadway, 3rd Floor</td>
<td>212.998.4980</td>
</tr>
<tr>
<td><strong>NYU Bookstore</strong></td>
<td>726 Broadway (Second Entrance)</td>
<td>212.998.4667</td>
</tr>
<tr>
<td><strong>NYU Card Center</strong></td>
<td>7 Washington Place (at Mercer)</td>
<td>212.993.2273</td>
</tr>
<tr>
<td><strong>NYU Public Safety</strong></td>
<td>7 Washington Place (at Mercer)</td>
<td>212.998.2222</td>
</tr>
<tr>
<td><strong>Registrar</strong></td>
<td>383 Lafayette Street</td>
<td>212.998.4800</td>
</tr>
<tr>
<td><strong>Residential Life and Housing Services</strong></td>
<td>726 Broadway, 7th Floor</td>
<td>212.998.4600</td>
</tr>
<tr>
<td><strong>Wasserman Center for Career Development</strong></td>
<td>133 East 13th Street, 2nd Floor</td>
<td>212.998.4730</td>
</tr>
<tr>
<td><strong>Wellness Exchange 24-Hour Hotline</strong></td>
<td>726 Broadway, 4th Floor</td>
<td>212.443.9999</td>
</tr>
</tbody>
</table>
Some useful terminology...

GENERAL ACADEMIC TERMS

Albert
Albert is the web-based information system used by students to access registration as well as other important academic and financial records. At NYU, students and their advisors specifically use Albert to register for classes, view midterm and semester grades, request transcripts, confirm financial aid awards and account balances, and more. Albert is accessed through NYUHome. [And in case you were curious, the system is named after the first president of NYU, Albert Gallatin]

Multi-Factor Authentication (MFA)
All NYU students are required to enroll in NYU's Multi-Factor Authentication (MFA). MFA adds a second layer of security to help prevent anyone other than you from accessing your sensitive information online.

Credits / Points / Units
These terms are essentially interchangeable, and refer to the number of credits each class is worth. As a reminder, full-time students may register for 12-18 credits each semester, and a bachelor’s degree requires a minimum of 128 credits.

Recitation
A recitation is a class session (usually weekly) attached to a larger lecture that enables smaller group discussion about concepts presented during the lecture. Although all students registered in the course attend lecture together, the smaller recitations are scheduled on various days and times. If a course is structured as a lecture with recitations, you must register for both the main lecture and one of the corresponding recitations in order to be properly enrolled. Please note courses in Liberal Studies are taught as small seminars, and therefore recitations are not entailed. Other schools at NYU might nonetheless have lecture courses where recitations are necessary, depending on the elective classes chosen.

Prerequisites & Co-Requisites
A prerequisite is a specific course, placement test, or advanced standing score that is required prior to registering for another course (e.g. Calculus I would be a prerequisite for Calculus II). A co-requisite is a course that must be completed in tandem with another course (e.g. Principles of Biology Lab must be taken at the same time as Principles of Biology II).

REGISTRATION TERMS

Course Number / Class Number / Section Number
A sample listing from the Course Search is provided below. The Course Number (highlighted purple) indicates the department and school code, followed by the number for that particular course. The Class Number (highlighted red) is usually a 4 to 5-digit code associated with a particular section of the course offered at a specific day and time. In the example below, #13658 identifies section 101 (offered Mon/Wed from 2:00-3:15pm) for the course, CFI-UF 101 Cultural Foundations I. The Class Number is what you need to enter in Albert when attempting to register.

CFI-UF 101 4 units | Class#: 13658 | Session: 1 09/03/2019 - 12/13/2019 | Section: 101
Class Status: Open | Grading: Ugrd FAS Graded | Instruction Mode: In-Person
Course Location: Washington Square | Component: Lecture
09/03/2019 - 12/13/2019 Mon,Wed 2:00 PM - 3:15 PM at MEYR 261 with Larsen, David
Notes: OPEN TO GLS STUDENTS ONLY.
Visit the Bookstore
Open & Closed Classes
When registering for classes, you will need to locate courses listed as Open (referring to the sample image, open/closed status is indicated there in green type). Once the maximum number of students has enrolled, the course will then display as closed, and you will need to find an alternate section with seats still open.

Waitlist
In some cases, the class you want will be closed. If a waitlist option is available, you may place yourself on the list. If you registered for another course in the meantime though, remember you must use the swap function. If seats open in your desired course or section, students are accepted from the waitlist on a "first come, first served" basis. Please note not all closed classes offer a waitlist (Liberal Studies, for instance, does not use waitlists).

Swap Function
When you want to replace one class in your schedule with another, the SWAP function helps ensure that the class you intend to remove from your schedule is not dropped until you are successfully enrolled in the class that you intend to add. The swap function is also used with waitlists to designate the class to be swapped out if accepted into a course through the waitlist. Please refer to the Albert Registration page for more detailed instructions.

Shopping Cart
Albert offers a virtual “shopping cart” in which to place your intended classes until you are activated to register on your appointed date and time. The shopping cart can ease your registration process, since your most desired classes have already been identified and queued for registration. Note, however, just because a course was placed in your shopping cart does not mean that you are guaranteed a seat in the class. Students are therefore advised to have backup courses in their cart, just in case the first choices are full once activated.

For any other questions about terms used during registration, contact your academic advisor!