TO: New Perkins Students

FROM: Joe F. Monroy, Registrar and Director of Academic Services

SUBJECT: Registration for Spring 2021

DATE: November 24, 2020

Welcome! I'm glad you will be joining the Perkins Community and look forward to meeting you in January. Do not hesitate to call me at 214-768-2152 if you have registration questions. You may begin registering on December 7. Please know that SMU will be closed December 23-January 1.

NOTE: Students must enroll in Houston courses not later than December 14, 2020.

Advising: You will be assigned a faculty advisor for the time that you are enrolled in Perkins. You will talk to this person each term during the advance registration period (April and November) and at other times as you both determine, either in person, by phone, or by email. You will be given an opportunity for academic advisement during orientation, but it is not essential prior to getting registered for Spring 2021 or for starting the Spring term.

Degree Progress Sheets for Registration: Perkins students will utilize the Degree Progress Sheet for registration. These forms are on the Academic Services web page. These PDF forms are fillable and allow for a digital signature by students and their faculty advisors. Next to each course students should indicate in which semester the course will be completed (as best you can at this point). We ask that students be prepared to access the forms with a laptop computer, digitally sign it, and email it to the registrar at jmonroy@smu.edu. We hope this process will help students and advisors more effectively plan for course selections. The Degree Progress Sheets are available for students enrolled in the following degree plans: MAM, MTS, MSM, MDiv (73 hour plan), and ThM. Only the students enrolled as non-degree seeking students should use the old Course Request Form, which is also available on the same web page.

Registration: The Spring 2021 schedule is also located on the Academic Services web page. The unique course registration numbers are listed in the fourth column. You should register yourself online at my.SMU.edu using the course numbers. For assistance with using the my.SMU system please go to http://www.smu.edu/BusinessFinance/OIT/Services/mySMU or call the help desk at 214-768-4357.

Enrollment Limits: Enrollment for course sections with posted limits will be in the system in the order in which they are completed in my.SMU.edu. You will be notified immediately if a course section is filled when you try to post your enrollment. Most courses have an online wait list. Please take advantage of that if you find a course you want filled. Do not approach a professor privately to ask about exceeding limits. As a new student, you will enroll in courses that have no prerequisites.

Guidelines for choosing courses: If you are in a degree program and intend to take only 3 hours, choose New Testament II or Old Testament II. If you will register for 6 hours, register for NT II or OT II plus Christian Heritage II. If you will take 9 hours in the spring, register for NT II or OT II, plus Christian Heritage II, plus either The Church in its Social Context (preferred) or Interfaith Studies. If you will take 12 hours, register for NT II or OT II, plus Christian Heritage II, plus The Church in its Social Context, plus Interfaith Studies.

Cancellation: If you change your plans and will not be attending the Spring term, and you fail to notify us, you may be responsible for all or part of any tuition charges incurred by this contract. You must withdraw on or before January 20, 2021 in order not to owe any tuition charges.

Schedule Changes: Wednesday, January 27 is the last day to ADD courses and the last day to DROP courses without grade record or tuition billing. Courses dropped after this date will not be deleted from your bill. Schedule changes should be done online via my.SMU. Please notify me if you change by sending an email to jmonroy@smu.edu. Wednesday, February 3 is the last day to drop a course with no academic record, although tuition charges will be incurred for all drops after January 27.
Remote Option for Spring 2021: Courses at Perkins will continue to be offered online and in the HyFlex model. The HyFlex modality is closest in form to the traditional Dallas course. Students may elect to attend HyFlex classes either in person or remotely (at another location of their choice; see below). HyFlex courses are primarily synchronous (in real time), and thus students will be required to attend class every week at the scheduled time. Again, please note that you have the opportunity to select your preferred form of attendance, whether Face-to-Face (F2F) in a traditional classroom (following social distancing guidelines with reduced classroom capacity), or remotely, typically via Zoom. Newly admitted students for Spring 2021 MUST complete this form to indicate their preferred mode of attendance for Dallas Hyflex courses: remote via Zoom, in person, or a taking some courses remotely and some in person.

Spring 2021 Calendar Update: The University has decided to delay the start date of the Spring 2021 term and suspend Spring Break. The goal of this change is the same as the changes for Fall 2020: to eliminate students leaving campus en masse and returning en masse, thus increasing the likelihood of spreading the coronavirus.

However, even though the Perkins calendar will suspend Spring Break, it will also deviate slightly from the University calendar. The Perkins calendar will:

- Keep the January term January 4 – 15
- Start the Spring term on Thursday, January 21
- Keep Maundy Thursday and Good Friday, April 1 and 2 (No classes on April 1 and 2, with offices closed on April 2)
- Have three Reading Days May 3 – 5
- Run final exams May 6 – 12
- Keep the Houston and Dallas Summer start dates, as well as the rest of the Summer term dates.

TUITION & FEE DEADLINES ARE DESIGNATED BY THE BURSAR