Information for New Students  
College of Agriculture  
Auburn University  

**WELCOME** to the College of Agriculture. We look forward to having you in our College and to getting to know you through your contacts with the Office of Student Services, located in Comer Hall room 107. The Student Services Office is composed of:

Dr. Bill Hardy, Associate Dean  
Dr. Donald Mulvaney, Coordinator, Leadership & Student Development  
Ms. Suzanne Shaw, Academic Advisor  
Ms. Ann Gulatte, Office Associate  
Mrs. Megan Ross, Student Services Specialist  
Ms. Deborah Solie, Student Services Associate

Address: College of Agriculture, 107 Comer Hall, Auburn University, AL 36849

Phone: (334) 844-2345   Fax: (334) 844-2937  
World Wide Web address: http://www.ag.auburn.edu  
Auburn University Relations: http://www.univrel.auburn.edu  
Enrollment Management Services: (334) 844-4EMS

**FACULTY ADVISORS**  
As a new student in the College of Agriculture, you will be assigned a faculty advisor near the beginning of your first semester. You will be notified by mail of your faculty advisor's name and office address. Please become acquainted with your advisor as soon as possible. In addition to being able to give you general advice, your advisor can (1) assist in helping you register for your courses (your advisor's signature must be on your Schedule Request Form which will be available from your advisor during each registration period); (2) provide assistance in locating jobs, internship programs, part-time work, and give you letters of recommendation; and (3) work out a plan of study for your future courses. **NOTE:** A list of advance course offerings in the College of Agriculture is available in the Office of Student Services, Comer 107 or on the college web address: www.ag.auburn.edu.

**REGISTRATION**  
It is to the student's benefit to always register for the upcoming semester as early as permissible. Dates for registration are listed on the College of Agriculture calendar (located in the Student Services Office or your advisor's office), in the Tiger Cub, the Auburn University Bulletin, or the Plainsman. See the Auburn University Bulletin for specific registration and fee details.

**TUTORING**  
The College of Agriculture offers a free one-on-one tutoring service for any interested Ag student. Contact the Dean's office for further information. Students who have excelled in science and mathematics courses are encouraged to assist with tutoring service.

**PAYMENTS OF UNIVERSITY FEES, TUITION, ETC.**  
Payments must be received in the Bursar's Office on or prior to the due date listed on each statement to prevent the assessment of Late Payment Charges. In addition to late charges, students who have any unpaid tuition charges for a previous semester may have their registration schedules for future semester canceled. Students with canceled schedules will be required to re-register during Final Registration and may be denied a permit to register until these charges are cleared.
IMPORTANT  A student's registration schedule will not be canceled for non-payment of fees unless the student informs the Registrar he/she does not plan to attend. Additionally, a student who does not pay and who does not inform the Registrar will be held responsible for the bill and will not be permitted to register for future semesters until his/her obligations to the university are resolved. If they do not attend, they must complete a resignation form.

REPEAT OF COURSES  No student may repeat a course in which he/she has previously earned a grade of A, B, or C without written permission by the student's academic dean. Courses specifically designated as repeatable in the Auburn University Bulletin are exempt from this registration.

TRANSFER STUDENTS should be sure that two complete official transcripts from each college or university attended are sent to Auburn University. Upon registration for the first semester, a temporary curriculum sheet will be marked to show courses satisfied. This curriculum sheet should be kept and shown to your advisor. During your first semester of residency at Auburn, every attempt will be made to provide you, your advisor, and the Registrar's Office a typed official evaluation of all college course work previously completed.

SCHOOL ORGANIZATIONS  A wide variety of student honor and professional organizations exist in the College of Agriculture. These provide opportunities for improving student and faculty relations, improving leadership roles, learning about career opportunities, gaining practical experiences, and enjoying extra-curricular activities. A list of these organizations is provided in the Tiger Cub.

INTERNSHIP OPPORTUNITIES are available in six departments of the College. Junior standing is required for most internships. For details, consult your faculty advisor or come by Comer 107.

SCHOLARSHIPS are available for a wide variety of our students. Applications for scholarships should be secured from the College of Agriculture. December 1 is the deadline for College of Ag scholarships. Also, some other scholarships and awards may be offered. For further information on scholarships contact the Dean's Office in 107 Comer Hall.

COURSE DROP POLICY for both the university and College of Agriculture can be obtained in Comer Hall 107.

AU INTERNATIONAL - AN AGRICULTURAL EXPERIENCE ABROAD - Opportunities to gain international agricultural experience exists through this newly endowed program in the College of Agriculture. Applications can be obtained in Comer 107 or 201 Hargis Hall with deadlines of February 15 and October 1.