

When a student submits a plan, they will receive the following “customized” email from the Registrar.

To: XXXX

Subject: DegreeWorks Plan Status Change - Pending Approval

Dear XXXX,

Greetings!

Thank you for beginning the process of declaring your major/minor/modified major. Your plan has been submitted to the Biology Department and is pending approval. Your plan is NOT declared or officially filed yet.

Now that you have initiated the process, the next step is for you to choose and contact a faculty advisor with whom you will meet to discuss your course plan.

IMPORTANT: If you met with a faculty advisor before you submitted your e-plan, please contact them now so that they know your plan has been submitted and is awaiting their approval.

Majors: Any faculty member in the department may serve as your advisor. You may have already connected with a particular faculty member through your courses that you feel would be a good advisor, or you may want to choose someone based on your specific joint interests. You may view potential advisors for various Areas of Concentration by visiting <http://dartmouth.edu/biology/undergraduate/faculty-advisors>. To proceed with major declaration, please contact the faculty member whom you would like to serve as your advisor and set up an appointment.

Minors: Professors Grotz, Jack, and McPeck advise all department Minors. Please contact one of these professors to schedule a meeting to review your minor plan.

Modified majors: Professors Grotz, Jack, and McPeck serve as advisors for Biology modified majors. Please contact one of these professors to schedule a meeting to review your modified major. You should plan to email your advisor a draft of your modified major prior to your meeting.

For more information on the Biology Department Majors and Minors, please visit our website at <http://biology.dartmouth.edu/undergraduate/major-minor>

The Biology department is excited about you joining our academic community, and we look forward to working with you!