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LINKS OF INTEREST

- ♦ [Academic Policies and Procedures](#)
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- ♦ [Forms](#)
- ♦ [Honors, Fellowships, and Awards](#)
- ♦ [Pre-Professional Advising](#)
- ♦ [Programs and Requirements](#)

ADDITIONAL RESOURCES

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- ♦ [Student Financial Services](#)
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Important Upcoming Dates (Click date to add to your calendar)

- [March 13: Mid-semester Grades Due](#)
- [March 13-17: Spring Break](#)
- [March 31: Deadline to Resolve Incomplete Grades from Fall 2016](#)
- [March 31: Deadline for Class Withdrawal and Pass/No Pass](#)
- [April 1: Deadline for Summer Off-campus Study Requests](#)
- [April 1: May 2017 Commencement Registration Deadline](#)
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- [May 13: Final Grades Due by 11 a.m.](#)

Pass/No Pass and Class Withdrawal Deadline is Friday, March 31

Students complete the [Pass/No Pass ballot](#) through SIS. To select P/NP, go to the “other academic” drop-down menu from your student page and select “Pass/No Pass Request.” You may use P/NP for only one class other than those regularly graded P/NP, but must remain enrolled in at least three semester hours for an evaluative grade. If it’s a course required for your major, minor, or SAGES/breadth requirement, you can use the P/NP option, but the class will not count toward fulfilling the requirement, and you will need to take that class again for an evaluative grade or another applicable class to fulfill the requirement.

Students in any Weatherhead School of Management major may not use the P/NP option for Weatherhead courses (ACCT, BAFI, BLAW, ENTP, LHRP, MGMT, MIDS, MKMR, OPMT, ORBH, OPRE, PLCY), required or elective. Pass/No Pass is not available to undergraduates enrolled at the graduate or professional level through the IGS program or Senior Year in Professional Studies.

You can **withdraw** from a class in SIS if you are in good academic standing and will not fall below 12 hours. To withdraw from a class, go to the “other academic” drop-down menu and select “Enrollment: drop.” This is the same process for drop/add, but you will receive a message reminding you that you will receive a “W” grade.

You may continue to withdraw from classes or complete a P/NP ballot in SIS until 11:59 p.m. However, please note that the Registrar and Undergraduate Studies close at 5 p.m. Staff will not be on hand to assist you after that time. If you are not in good standing, will fall below 12 hours if you withdraw from a course, or want to talk to someone in Undergraduate Studies beforehand, stop by Sears 357. You can find your dean’s walk-in hours [here](#), or you can call 216.368.2928 to make an appointment.

Important Information About Commencement 2017

Students are eligible to participate in Commencement activities if they have completed all degree requirements during the spring semester or the immediately preceding summer session or fall semester, or have an appropriate plan to complete their degree requirements in the upcoming summer session or fall semester.

Registering to Participate in Commencement, March 1-April 1: All graduating students must sign up online to indicate if they plan to participate in the Commencement ceremonies. Commencement registration is a separate process from the application for graduation. It is by registering for Commencement that you will receive your tickets for University Convocation and the Undergraduate Diploma ceremony. Both events require tickets.

Commencement Rehearsal, May 20: Commencement Rehearsal is in Adelbert Gym at 10 a.m. All graduates participating in Commencement must attend.

Commencement Day, May 21: Commencement Day comprises two events: University Convocation and the Undergraduate Diploma Ceremony. Both events will be held in the Veale Center, will be broadcast live in other campus venues, and will be webcast live for guests who are unable to travel to campus.

University Convocation: Each student who registers for Commencement will receive two tickets for guests to attend University Convocation in the Veale Center. These guests will be able to remain in the Veale Center for the Undergraduate Diploma Ceremony, which happens immediately after University Convocation. No diplomas are presented during Convocation. Multiple overflow viewing locations will be available for guests without tickets.

Undergraduate Diploma Ceremony: Each student who registers for Commencement will receive one additional ticket for the Undergraduate Diploma Ceremony. The guest with the additional ticket will view Convocation at a designated nearby venue on campus and then join the other two guests in the Veale Center for the Undergraduate Diploma Ceremony. Multiple overflow viewing locations will be available for guests without tickets.

If you are planning to participate in Commencement but will not graduate until fall 2017, you must contact [your dean in Undergraduate Studies](#) to be added to the list of Commencement participants.

Latin Honors for 2016-2017

Latin honors are awarded to the top 35 percent of the graduating class. These cutoffs are applied to degrees awarded in 2017 (January, May, and August):

- Top 10 percent: summa cum laude = 3.910-4.000
- Next 10 percent: magna cum laude = 3.797-3.909
- Next 15 percent: cum laude = 3.636-3.796

To be eligible for Latin honors, candidates must have:

1. Earned a minimum of 54 credit hours of evaluative grades (A, B, C, D) in residence at the University.
2. Attained the required percentile ranking on the basis of all work for which grades are averaged at the University, including any grades earned before an academic separation.

Fellowship and Scholarship Deadlines

Interested in applying for a fellowship or scholarship? Review our [webpage](#) and complete this [questionnaire](#) in order for Dean McCarthy to begin advising you. Your responses will allow for a more productive advising session. For upcoming fellowship and scholarship information sessions, see pages 7 and 13.

Award	Eligibility	Deadline
American Society of Civil Engineers' Scholarships	Undergraduate/Graduate Students	Feb. 10
MML/NCNR Summer Undergraduate Research Fellowship	Undergraduates	Feb. 15
Society of Women Engineers' Scholarships	Undergraduate/Graduate Students	Feb. 17
Experiential Learning Fellowship in Anthropology	CAS Undergraduates	Feb. 24
Nuclear Engineering Science Laboratory Synthesis	Undergraduate/Graduate Students	Feb. 28
Ohio Space Grant Consortium Scholarships	Juniors/Seniors	March 1
Eva L. Pancoast Memorial Fellowships	CAS Women Seniors/Graduate Students	March 1
Peter Witt Scholarship	CAS Sophomores/Juniors	March 1
The Rocks and The Traub	CAS Undergraduates	March 10
Society of Plastic Engineers	Undergraduate/Graduate Students	April 1
Phi Beta Kappa Student Research Grants	CAS Undergraduate/Graduate Students	April 17

Alexandra Piepho Learning and Life Scholarship

Alexandra Piepho, as a promising member of the class of 2016, balanced her passion for exploration and learning with a variety of enriching interests in both the arts and sciences. To honor Alexandra, her parents, family, and friends created the Alexandra Piepho Learning and Life Scholarship. The [online application](#) is due Monday, March 13. This scholarship will be awarded at the Academic Awards Assembly on April 28.

A qualified applicant will:

- exhibit a broad scope of learning interests through their University coursework, activities, and extracurricular involvement;
- demonstrate their enthusiasm for experiential learning and life as evidenced by their personally stated interests and/or recommendations on their behalf;
- provide help and guidance to others as demonstrated through their past and current volunteer work;
- demonstrate their ability to accept others as evidenced by their personally stated interests and/or recommendations written on their behalf.

International Students: Optional Practical Training Sessions Scheduled

[International Student Services](#) is offering Optional Practical Training workshops to review the application process, student responsibilities, and other important considerations. All students are required to complete a workshop during the semester they intend to apply for OPT. ISS offers in-person workshops and access to an online training module. ISS will not accept OPT applications from students who have not completed a workshop in a timely manner.

Registration is required to attend an in-person workshop. Use your CWRU network ID and password to log in to [OrgSync](#) and access the full schedule. Once logged in, click "My Memberships" and select "International Student Services." All international students should have ISS listed, but if not, do a search and ISS will pop up. Click "Events" to see all OPT workshops, choose the session you wish to register for, and click "yes" to complete the process. Only register for and attend one session during the semester that you intend to graduate.

In-person OPT workshops are 90 minutes. If you arrive more than five minutes late or do not stay for the entire workshop, your attendance will not be counted. Bring your CWRU ID card to complete the registration process and receive credit for having attended the session.

Students who are unable to attend an in-person workshop may complete an online training module. Access the online training module is available through the [ISS website](#) under "Quicklinks." Students can access the training module once, so only access it during the semester you intend to apply for OPT.

Students will be required to answer questions based on the information provided about the application process, student eligibility, and their responsibilities as an F-1 student. These questions are asked so students may demonstrate their understanding of this complex application process and the rules that must be followed while on OPT. Students must receive a passing score before ISS will process their application. Students who ISS determines need more assistance will be required to register for and attend one of the in-person workshops to complete the training requirement.

Waiting until later in the semester to complete your OPT workshop might not provide enough time for processing. Make every effort to complete a workshop as early as possible. You do not need to have a job offer or definitive employment plans to complete a workshop or apply for OPT. General information about OPT is available [here](#). If you have questions, stop by ISS during [walk-in hours](#).

Upcoming Topics for International Student Success Series

Talking Culture: Social, Pop, and Academic

Wednesday, Feb. 15, 1 – 2 p.m., Sears 464

Do you feel left out of conversations sometimes? Pop, social, and academic culture are incredibly different. Learn some basics of pop culture and discuss some of the social and academic differences you may have faced. Learn the ins and outs and ups and downs of cultural adjustment along the way.

Civil Rights, Martin Luther King Jr., Diversity 360, and Beyond!

Wednesday, Feb. 22, 1 – 2 p.m., Sears 464

Have you heard about the #BlackLivesMatter movement but still have questions? Learn the context behind civil unrest and how it fits into the history of the Civil Rights Movement in the U.S. Cover the vocabulary surrounding racial identity and diversity and put into context the importance of programs like Diversity 360 on campus.

Doing Your United States Taxes and Free Resources On Campus and in the Community

Wednesday, March 1, 1 – 2 p.m., Sears 464

Do you have questions about doing your taxes? Do you even need to file? Trained VITA volunteers will give basic tax advice and help you understand paperwork like the W2 and 1098 forms. They will also cover the free software program, GLACIER, made specifically for international students. Don't forget: The deadline for taxes is April 18.

Visit the Career Center for Drop-in Consulting with Employers

In advance of the Feb. 13 career fair, the following employers will be in the [Career Center](#) reviewing resumes and cover letters and answering industry/company questions. Many of these organizations are being represented by CWRU alumni, allowing students a one-on-one opportunity for feedback. **Thursday, Feb. 9**, KeyBank will be at the Career Center, and **Tuesday, Feb. 14**, Yelp will be there. Each day, drop-in hours are 11 a.m. – 1:45 p.m., with each session lasting approximately 10-15 minutes.

Nominate a Faculty or Staff Member for Jackson/Wittke Awards



Do you know a faculty or staff member . . .

- *Who has fostered your personal development?*
- *Who has facilitated your goals and life choices?*

Nominate your undergraduate mentor for the 2017

**J. Bruce Jackson, M.D., Award
for Excellence in Undergraduate Mentoring**

Do you know a classroom teacher . . .

- *Who has excited you about a course?*
- *Who is invested in the success of his or her students?*

Nominate your favorite undergraduate professor for the 2017

**Carl F. Wittke Award
for Excellence in Undergraduate Teaching**

To nominate, go to <http://students.case.edu/awards/>

For more information, please contact

Educational Services for Students
Sears 470
216-368-5230
essinfo@case.edu

The
JACKSON/WITTKE
Awards

Nominations are due Monday, March 13, 2017

SPRING 2017

ALL ABOUT FINDING UNDERGRADUATE RESEARCH SEMINARS

FEB	9	4:00P	NORD 400
FEB	15	3:30P	SEARS 350
FEB	23	4:00P	NORD 400
MAR	1	3:30P	SEARS 350
MAR	2	4:00P	NORD 400
MAR	8	3:30P	SEARS 350
MAR	22	3:30P	SEARS 350
APR	5	3:30P	SEARS 350
APR	13	4:00P	NORD 400
APR	19	3:30P	SEARS 350
APR	27	4:00P	NORD 400

ATTEND ONE THAT **FITS** YOUR SCHEDULE!
SEE YOU THERE!



S O U R C E

SUPPORT OF UNDERGRADUATE RESEARCH AND CREATIVE ENDEAVORS



CASE WESTERN RESERVE
UNIVERSITY

EST. 1826

FULBRIGHT U.S. STUDENT PROGRAM

ENGAGING WITH THE WORLD.



Considering the Fulbright U.S. Student Program?

Attend the information session to learn more about the on-campus and national process.

FRIDAY, FEB. 10
1 PM, SEARS 356



Office of Undergraduate Studies

case.edu/ugstudies

The advertisement features a large background image of a skier in mid-turn on a snowy slope, with a blue sky and distant mountains. The text is overlaid on this image. A red banner at the top left contains the words 'SKI TRIP' in large white letters. Below this, the text 'Brandywine Ski Resort' is written in a large, bold, black font, followed by the address '(1146 W. Highland Rd. Sagamore Hills, OH 44076)' in a smaller black font. A red banner across the middle contains the date and time 'SATURDAY - FEBRUARY 11TH - 2017 - 7:30pm-12:00' in white. Below this, the text 'PART OF THE CENTER FOR INTERNATIONAL AFFAIRS BUCKET LIST' is written in red. The price '\$45' is displayed in a large, bold, black font. To the right of the price, the included items are listed: 'Includes: Ski/Board Rental, Slope Pass, Beginner Lesson (9pm), Bus Transportation'. In the bottom left corner, the payment information is provided: 'Pay in cash in Tomlinson 143 or email cami@case.edu with questions *Limited Space*'. The Case Western Reserve University logo is in the top right corner.

SKI TRIP

Brandywine Ski Resort
(1146 W. Highland Rd. Sagamore Hills, OH 44076)

SATURDAY - FEBRUARY 11TH - 2017 - 7:30pm-12:00

PART OF THE CENTER FOR INTERNATIONAL AFFAIRS BUCKET LIST

\$45

Includes: Ski/Board Rental, Slope Pass, Beginner Lesson (9pm), Bus Transportation

Pay in cash in Tomlinson 143
or email cami@case.edu with questions
Limited Space

CASE WESTERN RESERVE UNIVERSITY



GET EXPERIENCED! CAREER FAIR

February 13, 2017

10 a.m. to 2 p.m.

Veale Convocation, Recreation & Athletic Center

CWRU Career Center | careers@case.edu | 216.368.4446

TAKE A STUDY BREAK.



Feb. 13

4-5 PM

Hovorka Atrium

Hosted by Dean Jeffrey Wolcowitz of Undergraduate Studies.

WHAT'S A STUDY BREAK?

Study breaks give students the opportunity to chat informally with Dean Wolcowitz, guests, and one another; learn more about the Office of Undergraduate Studies; and express appreciation and/or concern about CWRU, especially related to the academic experience. Students are encouraged to attend for any period of time during the event.

Food and beverages will be provided.



SOURCE

SUPPORT OF UNDERGRADUATE RESEARCH AND CREATIVE ENDEAVORS

Summer Research Funding

 SOURCE

STEM

Deadline **2/15**

P-SURG

Deadline **2/15**

SURES

Deadline **3/10**

 SOURCE

Arts, Humanities
Social Sciences

Deadline **3/10**



 CASE WESTERN RESERVE
UNIVERSITY EST. 1826

A DAY IN THE LIFE OF A COMMON PLEAS JUDGE



Featuring Judge Brian J. Corrigan of the Cuyahoga County Common Pleas Court

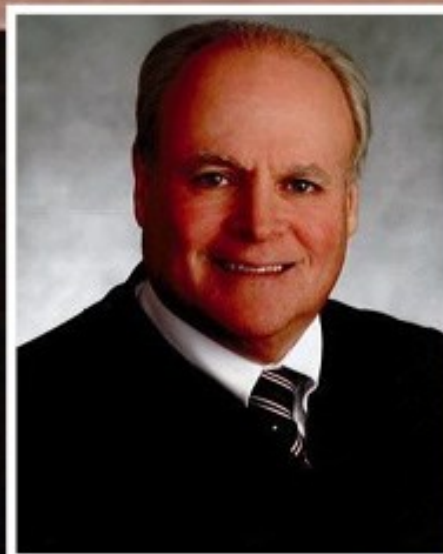
FRIDAY, FEB. 17

12:45 – 2 p.m.

Sears 356

Lunch will be provided.

*Please RSVP to Dr. Terri Mester at
terri.mester@case.edu.*



Which fellowship or scholarship is right for you?

Attend a workshop and find out!

Have you considered applying for a competitive national fellowship or scholarship but don't know where to start? This workshop will provide students with information on a variety of prestigious awards and aid them in preparing their credentials and applications. Registration is requested but not required. Please email Dean Amanda McCarthy in the Office of Undergraduate Studies at aam83@case.edu to confirm your attendance.

FRIDAY, FEB. 24
1 - 2 P.M.
SEARS 356

FOUNDATION
 CHANGE THE WORLD BY
 CHANGING THEIRS. **TEACH.**

the **Hertz**
 FOUNDATION
freedom to innovate

NIH

UNIVERSITY OF
 OXFORD

UNIVERSITY OF
 CAMBRIDGE

AMERICAN-
 SCANDINAVIAN
 FOUNDATION

SDF

PAUL & DAISY
 SOROS

CASE WESTERN RESERVE
 UNIVERSITY EST. 1826
 Office of Undergraduate Studies

For more information on fellowships and scholarships, visit case.edu/ugstudies.



Research ShowCASE
+ Intersections 2017

DISCOVERY, COLLABORATION
+COMMUNITY

Undergraduate Registration
Deadline: Sunday, March 26

EVENT DATE: Friday, April 21

showCASE.case.edu

 CASE WESTERN RESERVE
UNIVERSITY EST. 1826
think beyond the possible