# WELCOME ANSELMIANS

### **NEW STUDENT GUIDE 2020**

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### WELCOME TO SAINT ANSELM

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### WELCOME TO SAINT ANSELM



Dear New Student,

Congratulations! You are at the beginning of an exciting new adventure as an Anselmian.

Whether you are a first-year student or a transfer student, you are embarking on one of the biggest transitions of your life, which is both scary and exhilarating.

The coming year will be full of opportunities for you to explore your interests, discover new passions, and grow as a person. Dive in and do not be afraid of change. Be open to learning new skills, meeting new people, and thinking in new ways. College is at its best when it offers you brand new ways of seeing the world.

As new members of the Saint Anselm College community, you may have a lot of questions. This New Student Guide is designed to help you answer some of those questions and feel a bit more prepared for the year ahead.

You might be hearing the term "Anselmian" as you prepare for the fall semester. Being an Anselmian means being part of a community. At its core it encompasses the values and ethos of our community - Our commitment to faith, to service, to academic excellence, and to looking out for one another as a college "family."

There may come a time during the year when you need extra support and your Anselmian community is here to help. Please keep this guide as a handy reference so you know whom to contact for different kinds of resources. Do not hesitate to reach out and ask for help when you need it, whether you approach me, your advisor, a trusted professor, coach, or mentor, please let someone know when you need help. No one achieves success alone – all the members of our Anselmian community are here to support your growth, challenge your mind, and expand your horizons. Your job is to make the most of this incredible opportunity.

Best wishes for a phenomenal year ahead!

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Stephanie M. Fernandez Assistant Dean for Freshmen Director of Academic Advisement New Student Orientation Committee, Chair

# NEW STUDENT CHECKLIST

As new students there are action items you will need to complete to be ready for the fall semester. To make sure you have a successful transition, please complete the following items by the deadline:

- □ Setup & check your Saint Anselm College email (as soon as possible)
- □ Sign up for Saint Anselm College Alerts (as soon as possible)
- □ Housing Information Form and Contract for Residential Students (June 5)
- □ Language Placement Exam (June 10)
- □ Payment and Initial Disclosure Notice (June 15)
- □ Federal Funds Authorization Form (June 15)
- □ Mathematical Skills Assessment (July 1)
- □ Health Services Forms (July 9)
- $\Box$  Register for fall classes (July 15)
- □ 3rd Millennium Classroom Online Alcohol & Sexual Violence Prevention (August 1)
- Emergency Contact Information Form (August 1)
- □ Beginning College Survey of Student Engagement (August 1)
- □ Transitions Program Registration Form (August 10)
- □ College Achievement Program Registration Form (August 14)
- □ Beginning College Survey of Student Engagement (August 15)
- □ Health Insurance (August 17)
- □ Anselmian 360 Program (prior to the fall semester)
- □ Advanced Placement, International Baccalaureate and College Credit (prior to the fall semester)

\*Note: Most forms and information are located on the New Student Enrollment portal at https://anselm.edu/newstudents

### NEW STUDENT ACTION ITEMS

The following action items are based on the New Student Checklist on the previous page. The list provides further details and instructions on completing the action items.

#### □ Setup & Check your Saint Anselm College email (as soon as possible)

Log into your Saint Anselm College email at http://webmail.anselm.edu. Your login and password are the same as the credentials you used for the New Student Enrollment portal. From now on, the college will be communicating with you through your Saint Anselm College email. Make sure to check it frequently (at least once a day) throughout the summer.

### □ Sign up for Saint Anselm College Alerts (as soon as possible)

Saint Anselm College Alerts is the college's emergency notification system that relays emergency notifications to a cell phone or personal e-mail account. To sign up for Saint Anselm College Alerts go to https://anselm. omnilert.net/subscriber.php. In the username and password fields, type in the following information:

- Username: Same as email (without "@anselm.edu")
- Password: Student ID number (found on back of student ID) /or employee number (found on paystub)

If you do not know this number, click on "FORGOT PASSWORD?" and a new password will arrive in your email. Click on "Services" at the top of the page and enter your cell phone information. A validation code will be sent to your cell phone/email. You must enter the code in the space provided to activate your account. College e-mail addresses have already been entered into the system. You may enter additional email addresses and cell phones to your account.

#### Housing Information Form and Contract for Residential Students (June 5)

If you are a living on campus you need to complete the Housing Information Form that will assist the Office of Residential Life & Education in making an appropriate housing assignment. You also need to complete the required housing contract. These items are located in the New Student Enrollment portal at https://anselm.edu/newstudents

#### □ Language Placement Exam (June 10)

The placement process is required to place you in the most appropriate level of a language. Refer to Academic section of guide for further details on how to complete the language placement.

#### Payment and Initial Disclosure Notice (June 15)

In accordance with the Federal Truth-in-Lending Act, Saint Anselm College is required to inform the student of the terms and conditions governing the student's attendance at the college. It is suggested that the student read the following disclosures carefully before signing and returning this Payment and Initial Disclosure Notice. These items are located in the New Student Enrollment portal at https:// anselm.edu/newstudents.

#### □ Federal Funds Authorization Form (June 15)

Students should read the Federal Funds Authorization Form carefully before signing. These items are located in the New Student Enrollment portal at https://anselm.edu/ newstudents.

### NEW STUDENT ACTION ITEMS

#### □ Mathematical Skills Assessment (July 1)

Complete the Math Assessment to evaluate your mathematical skills which are needed for success in several of our courses. Your department chair will have access to your results in order to inform your academic advisor. The results will be used to help advise students during academic advising sessions. The Math Assessment is found on Canvas (the college's official learning management software). Log into Canvas at **canvas.anselm. edu** using your Saint Anselm College email and password.

#### □ Health Services Forms (July 9)

New students are required to submit health documentation that includes a completed medical history, physical examination, and updated immunizations. All forms should be completed and uploaded to the Health Services Patient portal at https://patient-anselm. medicatconnect.com.

#### Complete online orientation Anselmian Beginnings Part I (July 15)

Anselmian Beginnings Part I will be a virtual introduction to your academics and will prepare you to register for classes. It will also connect you with fellow Anselmians and allow you to explore the endless opportunities on the Hilltop. Part 1 will be accessible on June 15 through the New Student Enrollment portal at https://anselm.edu/newstudents

#### $\Box$ Register for fall classes (July 15)

Students will need to register for fall courses on the MyAnselm portal at https://myanselm. anselm.edu/ICS/. Please complete Anselmian Beginnings Part I Orientation before you register. Refer to academic section of this guide for more information on registration.

#### 3rd Millennium Classroom Online Alcohol & Sexual Violence Prevention Part 1 (August 1)

All new students (freshmen and transfers) are required to complete the online alcohol and sexual violence prevention program prior to moving onto campus. The online program will be available after June 14 at https://web.3rdmil. com/.

#### Emergency Contact Information Form (August 1)

New Students are required to complete the Emergency Contact form that identifies who the College can contact in the event of an emergency. The form is located in the New Student Enrollment portal at https://anselm.edu/newstudents.

#### Transitions Program Registration Form (August 10)

The Transitions Program, a pre-orientation program offered by the Intercultural Center, is a free opportunity to strengthen the academic, social, and cultural experiences of first-year students. Students from all backgrounds are encouraged to participate, but the program is particularly relevant for students from traditionally underrepresented backgrounds (commuter, first-generation, and multicultural). If you would like to participate, please complete the form located in the New Student Enrollment portal at https://anselm. edu/newstudents

### NEW STUDENT ACTION ITEMS

#### College Achievement Program Registration Form (August 14)

The College Achievement Program (CAP) is an eight-week, non-credit program to help students make a successful transition to college. CAP participants meet once a week during the first semester for a 75-minute workshop. The program is tailored to the freshman curriculum and provides students with the opportunity to develop and strengthen the academic skills essential for success in college. If you would like to participate, please complete the Form located in the New Student Enrollment portal at https://anselm.edu/ newstudents

#### Beginning College Survey of Student Engagement (August 15)

The Beginning College Survey of Student Engagement (BCSSE) is administered at Saint Anselm to entering first-year students. The survey allows the college to understand high school experiences and the college expectations of entering first-year college students to better support their transition to college. First-year students should complete the online survey at http://bcsse.org/B87C5

#### □ Health Insurance (August 17)

All Saint Anselm students are required to carry health insurance. Health Services needs a copy of your card and students can upload a copy to the Health Services Patient portal at https:// patient-anselm.medicatconnect.com or mail, fax or email. A student accident and health insurance program is offered to students. If you would like to opt out of the student health insurance, you would complete an on-line waiver. You will be automatically billed for College Student Accident and Health Insurance unless you complete the online waiver by August 17

#### Anselmian 360 Program (prior to the fall semester)

Anselmian 360 is a program for all first-year students to further orient them to Saint Anselm College's intellectual, social, and spiritual resources. Interaction with professional staff and student leaders will help all students gain a fuller understanding of the possibilities and challenges of a Benedictine education. Students who engage in Anselmian 360 have reported many positive outcomes, including having a mentor on campus, more involvement in clubs and organizations, as well as a deeper understanding of the mission of Saint Anselm College. All members of the Class of 2024 are encouraged to attend Anselmian 360. We have four opportunities for students to engage during a three-hour "mini-retreat" on campus throughout the first month of school. Dates will be forthcoming. Contact Campus Ministry at a360@anselm.edu or 603-641-7317 for instructions on how to sign-up or participate in A360!

#### Advanced Placement, International Baccalaureate and College Credit (Prior to the fall semester)

Students who have AP or IB scores should send the scores to the college to be reviewed for advanced placement and credit in the appropriate subject. Saint Anselm's College Board Code is 3748. For freshmen who have earned college-level credit through programs such as dual enrollment, should send their official college transcript to the Registrar's Office.

### BEING ANSELMIAN: OUR MISSION & HISTORY

#### HISTORY

Saint Anselm College was founded in 1889 by the Benedictine monks of St. Mary's Abbey of Newark, New Jersey, in response to the invitation by Bishop Denis M. Bradley, the first bishop of Manchester, N.H. A six-year classical course, with curricula in philosophical and theological studies, was organized and opened to qualified students.

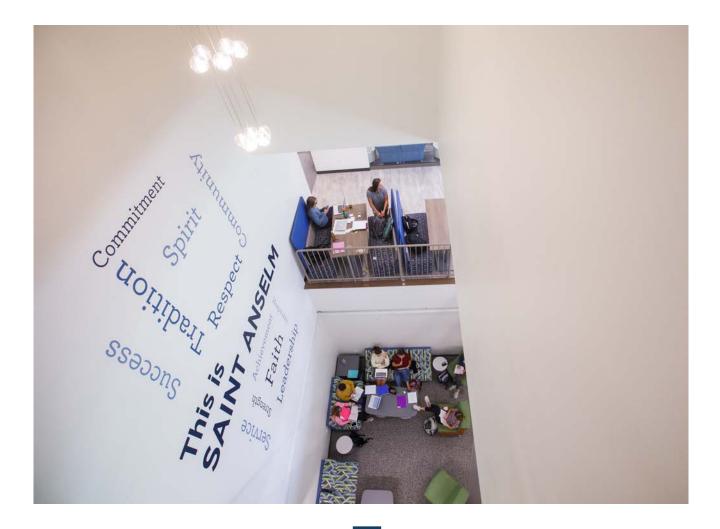
In 1895, the General Court of the State of New Hampshire empowered Saint Anselm to grant standard academic degrees. From its beginning, the college has been, and desires to remain, a small, private non-profit college dedicated to delivering a first-rate, liberal arts education.

We're proud to be preserving a tradition framed in academic excellence that has distinguished the Benedictine Order for more than 15 centuries.

#### MISSION

Saint Anselm is a Catholic, Benedictine college providing all its students a distinctive liberal arts education that incorporates opportunities for professional and career preparation. It does so in a learning community that encourages the lifelong pursuit of the truth and fosters intellectual, moral, and spiritual growth to sustain and enrich its graduates' personal lives, work, and engagement within local, national, and global communities.

• Mission Statement approved by the Board of Trustees on October 25, 2010 and members of the Corporation on November 16, 2010.



# **BEING ANSELMIAN**

#### WHAT IT MEANS TO BE "ANSELMIAN"

One of the most universally-celebrated aspects of the Saint Anselm College community is our commitment to "being Anselmian." (Anselmian: of or relating to the scholastic philosopher Saint Anselm of Canterbury (1033-1109) the Patron Saint of Saint Anselm College.) This concept encompasses the values and ethos of our community-our commitment to faith, to service, to academic excellence, and to looking out for one another as a college "family." Indeed, it is difficult to go a day on our campus without hearing the term "Anselmian." An Anselmian is a person who embodies the values of Saint Anselm College: hospitality, stability, community, and conversatio. While perhaps the term Anselmian means something slightly different to everyone, the word is universally acknowledged as being central to the core of what Saint Anselm College stands for. In being "Anselmian," our students, faculty, staff, alumni, and friends celebrate the lasting legacy of Saint Anselm of Canterbury-his service to God, to community, to intellectual pursuits, and to integrity. This concept represents our fundamental respect for the dignity of all human persons and the spirit of Benedictine hospitality that permeates our campus. Being Anselmian is about both one's actions in community-a commitment to justice, compassion, kindness, and truth-but also acknowledges that being a member of the Saint Anselm College community changes people for the better; bringing each one of us together in a shared and unified spirit illumined by faith seeking understanding. In the spirit of our patron, we are: Anselmian Always.



"I'm so glad you decided to make Saint A's your home for the next four years! The Hilltop is filled with opportunities to grow in and outside of the classroom and I can't wait for you guys to experience it for yourselves. I can't wait to see you all soon!"

 David Chairez '22, double major in Politics and Peace & Justice Studies



"I am so excited to welcome a new class to the hilltop! I know Saint A's will bring you a new home away from home and I can't wait to meet you all! Get ready for some of the best years of your life with friends, teachers, and faculty!"

- EM Rudler '21, Chemistry major



"Welcome to the Hilltop! You'll feel right at home with our Benedictine hospitality and our warm chocolate chip cookies. Saint A's is a very engaging and active campus so get involved! You will make connections here that will last forever."

 John Steven Hodgdon '22, double major in Politics and Communication



"Welcome to Saint Anselm! My favorite part of Saint Anselm is the Intercultural Center and the Transitions Program As a mentor, I highly recommend this opportunity because it helps you stay involved in our campus community and form lifelong friendships."

 Janelle Fassi '21, double major in Communication and Psychology



"I am so excited to welcome you to my home away from home! Saint Anselm College shapes you into the best version of yourself, while creating lifelong friendships and memories in the process. I cannot wait to meet the incoming class!"

- Abbey Keiver '21, Criminal Justice major



"I am grateful to be one of the individuals at this starting point to your new personal journey and look forward to all of you becoming part of the Saint Anselm College proud family. Saint Anselm is a place I am honored to call my home and I hope that soon you will be able to say the same. I cannot wait for you to learn more about this campus and community; be able to meet new friends, and most importantly have a great time!!"

- Eleni Rizos '21, Nursing major

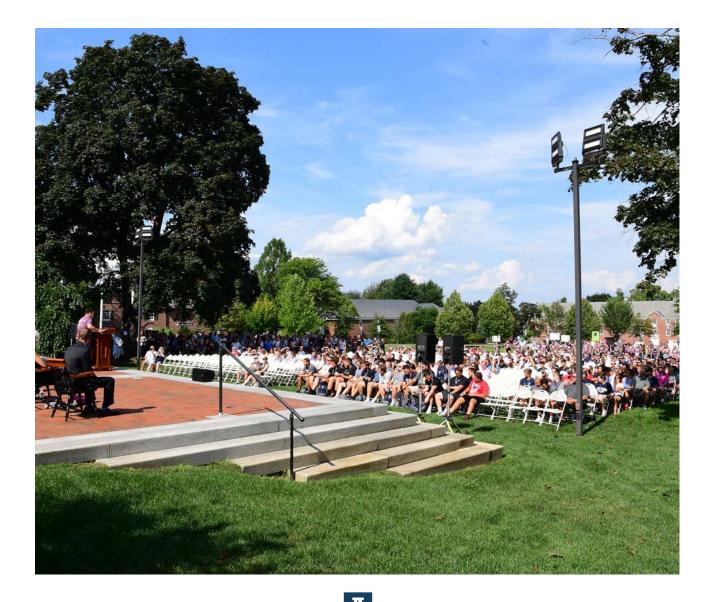
### GETTING STARTED

#### ANSELMIAN BEGINNINGS

Our orientation program, Anselmian Beginnings, is a two-part program which is designed to prepare you for your academic journey and introduce you to college traditions and campus resources.

Anselmian Beginnings Part I will be a virtual introduction to your academics and will prepare you to register for classes. It will also connect you with fellow Anselmians and allow you to explore the endless opportunities on the Hilltop. Part I will be accessible on June 15 through the New Student Enrollment portal provided by the Admissions Office. Anselmian Beginnings Part II begins the week prior to the start of the fall semester. Residential students will move into their residence hall on the first day.

More detailed information about Anselmian Beginnings will be sent to your Saint Anselm email starting at the end of May.



### GETTING STARTED



#### FIRST-YEAR STUDENT HOUSING

Our students are housed through a cohort system to provide a strong sense of community. In early summer, all incoming students will have access to the Housing Information Form on their MyAnselm portal. This will allow Residential Life to learn more about each person, their lifestyle habits, and any preferences. Overall, it will aid greatly in making strong roommate matches. Housing assignments and roommate information will be released by the start of August to each student's Saint Anselm email account.

**First-Year Housing Options:** For our first-year students, men and women are housed in separate buildings and/or card-access locked floors. Traditional residence halls for male students are Dominic Hall and Saint Mary Hall. Joan of Arc Hall, Alumni Streets Hall, and Baroody Hall for female. These residence halls offer double, triple, and quad style living.

In an effort to truly expand our student's social network, we do not take roommate requests but utilize the lifestyle preferences on the Housing Information Form to match compatible roommates.

**Themed Housing:** First-year students have the option of selecting into a themed housing community; we offer Honors Housing and Substance-free Housing. If a student is interested in one or both of these communities, they can indicate this on the Housing Information Form. Residential Life and Education will do their best to accommodate all requests.

#### TRANSFER STUDENT HOUSING

The Residential Life & Education Team will place you within a community of students similar to your class year. There are several styles of living offered throughout campus, which includes doubles, triples, quads, and apartment style. If you have any questions about your housing assignments, please reach out to the Residential Life & Education Team at **residencelife@anselm.edu** and they would be happy to assist you.

### MEDICAL ACCOMMODATIONS & CONSIDERATIONS

We greatly value each student and want campus to feel like it is a home away from home. To assist with making sure all students have their needs met, there is an Accommodations Review Committee that assesses all requests for students with particular housing needs. If someone has a medical need that would impact their housing, please contact the Office of Health Services for the correct paperwork. If there is another type of housing consideration that a student would like the committee to review, please email residencelife@anselm.edu for the required form. Unsure where to start? Please reach out to the Office of Residential Life & Education at residencelife@anselm.edu or leave a message at 603-222-4006 and we would love to help.

### GETTING STARTED

#### **DINING ON-CAMPUS**

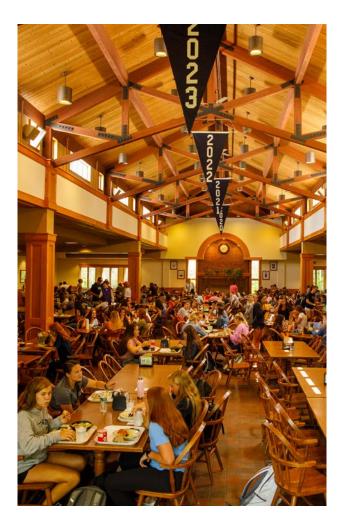
Every residential student has a meal plan that will allow them to enjoy dining from several locations!

**Davison Dining Hall:** This is the Anselmian traditional dining facility that offers a large selection of stations at every meal. Create your own combination from the Grill, explore specialty items from the Chef's Station, or have a home cooking meal from the Café Station. Also, there is an expansive salad bar, hot soup, fresh deli station, pizza and in-house made desserts.

**The Coffee Shop (C-shop):** Come visit the C-Shop to settle any American Grill cravings. Your food is made to order, every time! In addition, there are a host of freshly made smoothies and it is home to Blake's ice cream.

**The Common Ground Café:** Do you have class at the New Hampshire Institute of Politics? Don't worry! The Common Ground offers coffee, snacks, and sandwiches.

**The Gallo Café:** While this location is not covered by a dining plan, it is a great option for students! The café features Starbucks full line of hot and cold beverages, breakfast pastries, sandwiches, Paninis, homemade biscotti, pizzelles, along with Sambazon Açaí Smoothie Bowls. Did we mention it is centrally located in the Jean Student Center? Always a great place to visit.





#### Ordering your books

Textbooks can be ordered through the Saint Anselm College Bookstore (in-store or online) or through various other online vendors. The AnselmShop, however, offers a price match guarantee, confirms you'll have the correct textbook and also offers any other course materials required such as lab supplies. Textbooks are available as new, used, rental, or digital formats. Choose the format that best suits your needs and budget. Buyback programs are available for physical, non-rental textbooks at the end of the semester.

Visit the online Saint Anselm College Bookstore at https://www.bkstr.com/saintanselmstore/home.

Saint Anselm College provides a distinctive, Catholic, liberal arts education in the Benedictine tradition. It promotes an educational experience in which individuals are rooted in thinking rigorously, acting rightly, and serving humanity in a community that fosters the love of learning, educates the whole person and promotes the common good.

Graduates should be able to dedicate themselves to an active and enthusiastic pursuit of truth grounded in the liberal arts, the Catholic intellectual tradition, and the Benedictine monastic tradition; balance a comprehensive liberal arts education and specialized study in the major; pursue knowledge and wisdom fostered by our patron Saint Anselm's vision of theology as "faith seeking understanding," which requires dialogue between faith and reason; and serve as ethical leaders and informed citizens who contribute to a more just community and world.

#### LEARNING OUTCOMES

The Saint Anselm College curriculum is based on five college-wide learning outcomes that are achieved in multiple courses throughout a student's core and major course of study.

- Critical and imaginative thinking is that mode of thinking — about any subject, content, or problem — in which the thinker improves the quality of his or her thinking by skillfully analyzing, assessing, and reconstructing it.
- Written communication is the ability to express facts and ideas correctly and persuasively in writing.
- Oral communication is the ability to express oneself clearly and persuasively in oral presentation, to listen attentively, and to contribute to a substantive exchange of ideas.
- Information literacy is an integrated ability to find, evaluate, and utilize relevant scholarly and other resources, and to maintain high standards of academic integrity.
- Moral inquiry helps develop students' moral framework, instilling a habit of mind by which they continually revisit important ethical questions and refine their capacity to consider these questions objectively, systematically, and in an increasingly rigorous manner.



#### **DEGREE REQUIREMENTS**

Saint Anselm College awards Bachelor of Arts (BA) Degree and a Bachelor of Science (BS) Degree in Nursing.

To earn a bachelor's degree, you must:

- Complete a minimum of 128 credits
- Have a cumulative grade point average of 2.00 or higher
- Must have an average GPA of 2.00 or higher in the departmental and ancillary courses of the major field of concentration
- Complete the all requirements which include the Core Curriculum, majors, minors, and programs of study
- Meet the college's academic standards

It is your responsibility to be aware of current requirements and to frequently consult with your advisor about your progress toward completing them. Student should also consult the Online Academic Catalogue for degree and graduation requirements at https://www.anselm.edu/onlinecollege-catalogue.

#### **BACHELOR OF ARTS**

The following are required for the degree of Bachelor of Arts:

Humanities: *Conversatio* I-II (HU 103 & HU 104, 8 credits)

Freshman English (EN 105, 4 credits)

#### **Core Learning Outcomes**

- Foreign modern or classical language (proficiency through Intermediate I)
- Philosophical reasoning (8 credits)
  - Theoretical reasoning (4 credits)
  - Ethical reasoning (4 credits)
- Theological reasoning (8 credits)
  - Biblical literacy (4 credits)
  - Catholic theological reasoning (4 credits)
- Quantitative reasoning (4 credits)
- Scientific reasoning (4 credits)
- Social scientific awareness (4 credits)
- Historical reasoning (4 credits)
- Aesthetic and creative engagement (4 credits)
- Citizenship (4 credits)\*
- Global engagement (4 credits)\*

College Writing: three writing intensive designated courses (four credits each: at least one course must be taken by the end of the sophomore year and at least one after the sophomore year; at least two of the three required WI courses must focus on writing in the English language)\*

### A major field of concentration in accordance with departmental regulations

### A comprehensive examination in the major field of concentration

#### **BACHELOR OF SCIENCE**

The following are among the requirements for the degree of Bachelor of Science in Nursing:

Humanities: *Conversatio* I-II (HU 103 & HU104, 8 credits)

Freshman English (EN 105, 4 credits)

#### **Core Learning Outcomes:**

- Philosophical reasoning (8 credits)
  - Theoretical reasoning (4 credits)
  - Ethical reasoning (4 credits)
- Theological reasoning (8 credits)
  - Biblical literacy (4 credits)
  - Catholic theological reasoning (4 credits)
- Quantitative reasoning (4 credits)
- Scientific reasoning (4 credits)
- Social scientific awareness (4 credits)
- Historical reasoning (4 credits)
- Aesthetic and creative engagement (4 credits)
- Citizenship (4 credits)\*
- Global engagement (4 credits)\*

#### College Writing: three writing intensive

**designated courses** (four credits each: at least one course must be taken by the end of the sophomore year and at least one after the sophomore year; at least two of the three required WI courses must focus on writing in the English language)\*

Biology 107-108, 331-332

**Psychology 101** 

Sociology 212

**Two unrestricted electives** 

Courses in Nursing in accordance with departmental regulations

A comprehensive examination

\*Eligible to be fulfilled in conjunction with other core courses.



#### CORE CURRICULUM

The Core Curriculum consists of three different parts:

- 1. Core Learning Outcomes
- 2. Humanities Conversatio
- 3. College Writing

#### CORE LEARNING OUTCOMES

The college's core curriculum has eleven core learning outcomes that are achieved in designated core courses.

- Aesthetic and creative engagement is the ability to understand artistic language and the relationship between form and content in the visual, musical, or literary arts.
- **Citizenship courses** allow students to reflect upon the meaning of citizenship and the role of a citizen within their own communities and communities of others, past and present.
- **Global engagement** fosters and active interest in a world where all peoples, being rooted locally, share the responsibilities of belonging to a common humanity.
- Historical reasoning is the ability to recognize and to analyze change and continuity in human society over time.
- Linguistic awareness in writing composition is knowledge of the use of language as a tool for communicating information and ideas within academic fields and as an object of study in itself. Linguistic awareness in a modern foreign or classical language aims to bring the student to a minimum level of low intermediate in the target language.

- **Philosophical reasoning** is knowledge of and a systematic approach to answering enduring questions including: a) theoretical questions regarding the nature of reality and human existence, and b) moral questions about how we ought to live.
- **Quantitative reasoning** is the capacity of creative problem solving through the ability to assess numerical evidence and to reason from data.
- **Scientific reasoning** is the ability to appreciate, identify, and investigate questions in the theory and praxis of the natural sciences.
- Social scientific awareness is the ability to identify, appreciate and investigate questions in the theory and methodology of the social sciences.
- **Theological reasoning** is knowledge of and a systematic approach to fundamental theological questions including: a) Biblical literacy, and b) a Catholic theological approach to God, the world and the human condition.

#### HUMANITIES: CONVERSATIO

The College's first-year humanities sequence requires all students will take two semesters of *Conversatio*. As the common academic conversation orienting students to Saint Anselm College, *Conversatio* invites individuals to discover their intellectual place and voice within the Saint Anselm learning community by encouraging them to read critically, to contemplate significant questions about human existence, and to communicate their ideas to others with greater effectiveness and respect.

#### Conversatio I — The Individual, The Community, & The Divine (fall semester)

In the first semester, students consider the meaning of humanity in the world by reading and discussing seminal texts that contemplate who we are as individuals, our responsibility within a community, and our relationship with the divine. Among fundamental intellectual ideas, students are introduced to the Catholic, Benedictine intellectual tradition through the spiritual teachings of Saints Benedict and Anselm.

### Conversatio II — Liberal Arts & the Good Life (spring semester)

The second semester concentrates on conceptions of the good life and the role that the liberal arts play in forming a fulfilling human life. Students build upon ideas from the first semester as they consider three additional areas of study central to the liberal arts: (1) Politics, rhetoric, and the emergence of democracy in human history; (2) The nature of science and the role of scientific understanding in our world; (3) The nature of beauty and the place of art in the lives of individuals and communities.

#### COLLEGE WRITING PROGRAM

Writing is fundamental to the pursuit of knowledge in the tradition of the liberal arts. The College Writing Program offers students the opportunity to develop written communication skills across and within disciplines. The ability to write well also prepares students for success in professions and graduate study. In order to fulfill the requirements of the College Writing Program, all students must take Freshman English and three additional course offerings designated as Writing Intensive.

#### FULFILLING THE CORE REQUIREMENTS

- Only four-credit credit courses fulfill core learning outcomes (or "core").
- You cannot double count most core requirements, with two exceptions:
- In some cases, one course can count as both a core and for citizenship or global engagement.
- In some cases, one course can count as a core, writing intensive elective, and a major requirement.
- Use the Degree Audit tool on the MyAnselm portal to track your progress.



### INFORMATION ABOUT THE FOREIGN LANGUAGE REQUIREMENT

Students need to demonstrate to proficiency in a foreign language as part of the Linguistic Awareness Core requirement. Students can fulfill the requirement by studying any of the following languages: Chinese, French, German, ancient Greek, Latin, Russian and Spanish. Students planning to enroll in a language need to complete the language placement process. Directions on completing the placement process can be found on the New Student Enrollment portal at https:// anselm.edu/newstudents.

Modern Languages (Chinese, French, German, Russian & Spanish): Students can demonstrate proficiency of the third semester of the language sequence in one of the following ways:

- Successfully completing four credits beyond the second semester of the language sequence.
- 2. Successful completion of a four-credit, collegeapproved Intermediate language course at another institution.
- Successful completion of college-approved study abroad equivalent to the Saint Anselm College language requirement.
- 4. International Students who hold an F-1 visa or whose legal domicile is not in the United States and whose first language is not English are considered to have fulfilled the aims of the language requirement. Other students for whom English is a second language, who provide documentation of formal education in the language of origin beyond the primary school level, also are considered to have fulfilled the aims of the language requirement.

#### Classical Languages (ancient Greek and Latin):

Students can demonstrate proficiency of the third semester of the language sequence in one of the following ways:

- Successfully completing four credits beyond the second semester of the elementary language sequence.\*\*
- 2. Successful completion a four-credit, department-approved Intermediate language course at another institution.

In keeping with the way that our language requirement has historically been interpreted, students can only show proficiency beyond the second semester by minimally completing one language course at the college. The student who places above the third semester of the language sequence will still be required to show proficiency by successfully completing a course beyond the level of second semester.

#### MAJOR

Your major is another important part of your Saint Anselm Degree. A major is the area of study you focus on while pursuing your degree. Majors consist of a group of core classes as well as any additional requirements determined by department. Your major requirements can be found in the Online Academic Catalogue at https://www.anselm.edu/online-collegecatalogue.

The college offers over 48 majors in various disciplines. In addition, the college has preprofessional programs to help students prepare for professional school in fields like prehealth/medicine, engineering and law. Majors and programs of study are housed among 21 academic departments and academic programs at the college. All majors and programs of study are listed in the majors list below and include the corresponding academic department or program. The list also includes the contact person for the departmental and/or major. If you have specific questions about your major, please reach out to the person listed.

\* Student's initial levels are determined by the Language Survey and/or Language Placement Exam, as well as consultation with Modern Languages faculty.

<sup>\*\*</sup> Student's initial levels are determined by evaluation of the Classics Department.

DEPARTMENT/MAJOR	CHAIRPERSON/ MAJOR CONTACT*	EMAIL
Biological Sciences Department	Dr. Brian Penney	bpenney@anselm.edu
Biochemistry and Molecular Biology		
Biology		
Environmental Science		
Natural Science		
Chemistry Department	Dr. Nicole Eyet (fall 2020) and Dr. Carolyn Weinreb (spring 2021)	neyet@anselm.edu; cweinreb@anselm.edu
Chemistry (includes American Chemical	Society Certified and Secondary Education	Dual Major)
Forensic Science		
Classics Department	Dr. Matthew Gonzales	mgonzales@anselm.edu
Classical Archaeology		
Classics		
Computer Science Department	Dr. Carol Traynor (fall 2020)	ctaynor@anselm.edu
Computer Scienc		
Computer Science with Business		
Computer Science with Mathematics		
Criminal Justice Department	Dr. Peter Cordella	pcordell@anselm.edu
Criminal Justice		
Cyber Criminology	Dr. Liana Pennington	lpennington@anselm.edu
Economics and Business Department	Dr. Jennifer Kelber	jkelber@anselm.edu
Accounting		
Business		
Economics		
Finance		
International Business		
Marketing		
Education Department	Dr. Dianna Terrell	dterrell@anselm.edu
Elementary Education & Certification (K	-6)	
Secondary Education & Certification		
English Department	Dr. Bindu Malieckal	bmalieckal@anselm.edu
Communication	Dr. Jonathan Lupo and Dr. Camen McClish	jlupo@anselm.edu; cmcclish@ anselm.edu
English		
Fine Arts Department	Dr. Sean Parr	sparr@anselm.edu
Fine Art: Art History Emphasis		
Fine Art: Music Emphasis		

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DEPARTMENT/MAJOR	CHAIRPERSON/ MAJOR CONTACT*	EMAIL
Fine Art: Studio Art Emphasis		
History Department	Dr. Hugh Dubrulle	hdubrull@anselm.edu
American Studies		
History		
Mathematics Department	Dr. Stephen Shea	sshea@anselm.edu
Data Science and Analysis		
Mathematics		
Mathematics with Economics		
Modern Languages Department	Dr. Susanne Rossbach	srossbac@anselm.edu
French		
German Studies		
Spanish	Dr. Elizabeth Fouts	efoutsra@anselm.edu
Nursing Department	Dr. Maureen O'Reilly	moreilly@anselm.edu
Nursing		
Peace and Justice Studies Program	Dr. Sara Smits Keeney	ssmits@anselm.edu
Peace and Justice Studies		
Philosophy Department	Dr. Joseph Spoerl (fall 2020)	jspoerl@anselm.edu
Great Books		
Philosophy		
Physics Department	Dr. Ian Durham	idurham@anselm.edu
Physics (includes Applied Physics, Teach	ner Certification Physics)	
Dual degree (3-2) Engineering Program		
Politics Department	Dr. Jennifer Lucas	jlucas@anselm.edu
Environmental Studies		
International Relations		
Politics		
Psychology Department	Dr. Paul Finn	paulfinn@anselm.edu
Behavioral Neuroscience		
Psychology		
Sociology and Social Work Department	Dr. Tauna Sisco	tsisco@anselm.edu
Social Work		
Sociology		
Theology Department	Dr. Ahida Pilarski	apilarshki@anselm.edu
Theology		

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DEPARTMENT/MAJOR	CHAIRPERSON/ MAJOR CONTACT*	EMAIL
Undeclared Program	Dean Stephanie Fernandez	sfernandez@anselm.edu
Undeclared/Exploratory		
Pre-Professional and Other Programs		
Pre-Health (includes Pre-Medical and Pre-Dental)	Dr. Carolyn Weinreb	cweinreb@anselm.edu
Pre- Law	Dr. Liana Pennington and Dean Stephanie Fernandez	lpennington@anselm.edu; sfernandez@anslem.edu
Honors Program	Dr. Ward Holder	wholder@anselm.edu

\*If the major does not have a specific contact listed, then the contact is the department chairperson.

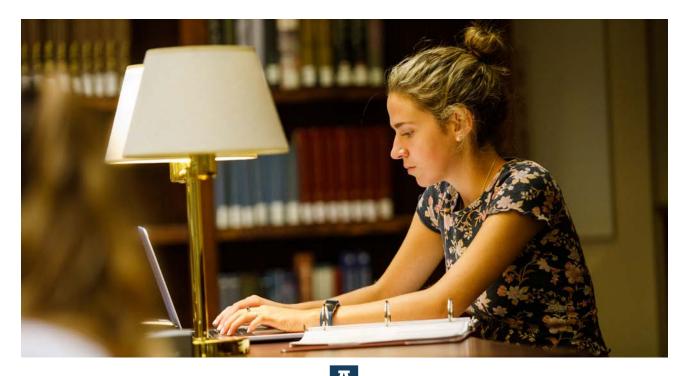
#### INSTRUCTION FOR CHANGING YOUR MAJOR

Students typically change their major through submitting a change of major form.

If a student would like to change their major before the fall semester begins, please follow the instruction below:

- If prior to June 7, please email admissions@anselm.edu
- If on or after June 7, please email registrar@anselm.edu
- Please type as the sole contents of the subject line: "COM First Name Last Name" (e.g., COM, Sarah Smith)
- Please type as the sole contents of the body of the message: FROM major you are switching out of TO the major you are switching into (e.g., FROM Biology TO Undeclared)

Please note that students cannot switch into the nursing program.



#### FIRST-YEAR COURSE SEQUENCE

Academic departments have recommended a course sequence for each major for the first-year. First-year Students are highly encouraged to adhere to the recommended course schedules or speak with their department about changes to the recommended course sequence.

FALL SEMESTER	SPRING SEMESTER
Accounting	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Elective or Core	First-Year Writing (EN 105)
Language	Language
Financial Accounting (AC 111)	Cost Accounting (AC 112)
American Studies	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Language	Language
First-Year Writing (EN 105)	Elective or Core Course
AS100: Intro American Studies	American Studies eligible course

Behavioral Neuroscience	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Language or Elective	Language
Behavioral Neuroscience (PY 105)	First-Year Writing (EN 105)
General Biology & Lab (BI 103 & LB 103)	General Biology II & Lab (BI 104 & LB 104)

#### Biology, Biochemistry, Environmental Science, and Natural Science

Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Core/Language III/or First-Year Writing (EN 105)	First-Year Writing (EN 105)
General Biology for majors I & Lab (BI 103 & LB 103)	General Biology for majors II & Lab (BI 104 & LB 104)
General Chemistry I & Lab (CH 130 & LC 130)	Structure & Reactivity w/ Lab (CH 150 & LC 150)

#### Notes:

- 1. Students placed into either Elementary I level (100 level) or Elementary II level (150 level) should begin their language in their sophomore year.
- 2. Students placed into Intermediate level (200 level) that do not plan to pursue advanced level (300-level) language should take their language freshman year during the semester they are not taking EN 105.
- 3. Students placed into Intermediate level (200-level) that plan to pursue advanced-level language should begin their language either spring of freshman year, or sophomore year.
- 4. Advanced level language is required for Honors and language minors.

FALL SEMESTERChemistry (includes Chemistry ACS certified)Conversatio I (HU 103 & HL 103)First-Year Writing (EN 105)General Chemistry I Lab (CH 130 & LC 130)Calculus I & Lab (MA 170 & LM 170)	SPRING SEMESTER         Conversatio II (HU 104 & HL 104)         Language/Core         Structure & Reactivity w/ Lab (CH 150 & LC 150)         Calculus II & Lab (MA 180 & LM 180)
Conversatio I (HU 103 & HL 103) First-Year Writing (EN 105) General Chemistry I Lab (CH 130 & LC 130)	Language/Core Structure & Reactivity w/ Lab (CH 150 & LC 150)
First-Year Writing (EN 105) General Chemistry I Lab (CH 130 & LC 130)	Language/Core Structure & Reactivity w/ Lab (CH 150 & LC 150)
General Chemistry I Lab (CH 130 & LC 130)	Structure & Reactivity w/ Lab (CH 150 & LC 150)
• · · · ·	
Calculus I & Lab (MA 170 & LM 170)	Calculus II & Lab (MA 180 & LM 180)
Classical Archeology	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Elem or Intern Latin or Greek	First-Year Writing (EN 105)
Intro to Archaeology (CL 275)	CL 210 or CL 223 or general elective
Survey of Arch of Rome (CL 278) or General Elective	Major course (Latin or Greek)
Classics	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Elem or Inter Latin	First-Year Writing (EN 105)
CL elective (CL275 or CL 278)	CL 210 or CL 223 or general elective
Elem Greek (CL 101) or General Elective	Major course (Latin or Greek)
Communication	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First Year Writing (EN 105)	Core
Language	Language
Intro to Human Comm. (CM 110)	Intro to Human Comm. (CM 110) or
or Intro to Mediated Comm. (CM 115)	Intro to Mediated Comm. (CM 115)
Computer Science (includes Computer Science with Mat	h & Computer Science with Business)

Conversatio I (HU 104 & HL 104)	Conversatio II (HU 104 & HL 104)
Language / Core	First-Year Writing (EN 105)
Computing I & Lab (CS 111 &LS111)	Computing II & Lab (CS 112 & LS112)
Discrete Math (CS 115)	Language / Core

SAINT ANSELM COLLEGE

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	SPRING SEMESTER
Criminal Justice	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First-Year Writing (EN 105)	Language
Language	Core Course
Intro to CJ (CJ 100)	Theories of Crime (CJ 105)

Cyber Criminology	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Intro to Cyber Criminology (CS/CJ 105)	Language
Computing I & Lab (CS 111 &LS111)	First-Year Writing (EN 105)
Language	Intro to CJ (CJ 100)

Data Science and Analytics	
Conversatio I (HU 103 HL 103)	Conversatio II (HU 104 & HL 104)
Language	First-Year Writing (EN 105)
Concepts of Math (MA100) or Discrete Math (CS 115)	Language
Calculus I & Lab (MA 170 & LM 170)	Calculus II & Lab (MA 180 & LM 180)

Economics, Business, International Business & Finance	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Elective or Core	First Year Writing (EN 105)
Language	Language
Microeconomics (EC 141)	Macroeconomics (EC 142)

Education Studies: Elementary Education	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First-Year Writing (EN 105) or Core	Core or First-Year Writing (EN 105)
Language	Language
Core or Elective (HI 199 or PY 199)	Core or Elective

**Note:** Students can refer to the plan of study for a list of core courses

FALL SEMESTER	SPRING SEMESTER
English	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First-Year Writing (EN 105)	Core
Language	Language
EN 106	English requirement or elective

Environmental Studies (Politics)	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Sci Reasoning, Core or General Elec	First-Year Writing (EN 105)
Language	Language
Microeconomics (EC 141)	Core

#### Fine Arts/Art History

Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
FAH 101 Intro to Art	First Year Writing (EN 105)
Language	Language
Major Course	Major Course

#### Fine Arts: Music

Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
MU Course	First-Year Writing (EN 105)
Language	Language
Major Course	Major Course

**Note:** Students with a musical background are encouraged to take a placement test in lieu of MU110 Music Theory I, and to begin the theory sequence with MU 210 Music Theory II. Contact the Fine Arts Department for more information.

Fine Arts: Studio Art	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
FAH 101 Intro to Art	First-Year Writing (EN 105)
Language	Language
FAS 110 Drawing I (or spring)	Major Course

FALL SEMESTER	SPRING SEMESTER
Forensic Science	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First Year Writing (EN 105)	Core/Language
General Chemistry I & Lab (CH 130 & L 130)	Structure & Reactivity w/ Lab (CH 150 & LC 150)
Intro to CJ (CJ 100)	Core
Great Books	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First Year Writing (EN 105)	Human Nature Seminar (PH 105)
Language	Language
Core or general elective	GBS I: Ancient World (PH 271)
History	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
HI 108A	First-Year Writing (EN 105) or Core or Elective Course
Language	Language
Core or Elective Course or First-Year Writing (EN 105)	300 level History Course
International Relations	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Philosophy, Theology, or Science	First-Year Writing (EN 105)
Language	Language
Comparative Politics (PO 104)	International Relations (PO 106)
Mathematics (includes Math with Economics)	
Conversatio I (HU 103 HL 103)	Conversatio II (HU 104 & HL 104)
Elective	First-Year Writing (EN 105)
Language	Language
Calculus I & Lab (MA 170 & LM 170)	Calculus II & Lab (MA 180 & LM 180)

FALL SEMESTER	SPRING SEMESTER
Marketing	
Conversatio I (HU 103& HL 103)	Conversatio II (HU 104 & HL 104)
Elective or Core	First-Year Writing (EN 105)
Language	Language
Principles of Marketing (MK 231)	Microeconomics (EC 141)

Modern Languages (includes French, German Studies and Spanish)	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
Major Language Course	First Year Writing (EN 105)
Core Course	Major Language Course
Elective (in a minor or 2nd major)	Elective (in a minor or 2nd major)
Nursing	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First-Year Writing (EN 105)	Intro to Professional Nursing (NU 110)
General Psychology I (PY 101)	Microbiology (BI 108)

Peace and Justice	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)

Stats (SO 212) or Theology Core I

Intro to Peace and Justice (PJ 101)	First-Year Writing (EN 105)
Language	Language
Core Course	Peace and Justice Elective

Philosophy	
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)
First-Year Writing (EN 105)	Science
Language	Language
PH 105 or PH 108	Elective or PH 109

Nursing A & P (BI 110B & LB 110)

FALL SEMESTER	SPRING SEMESTER	
Physics (includes Physics, Applied Physics, and 3-2 Engineering)		
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
First-Year Writing (EN 105)	Core Course	
Calculus I & Lab (MA 170 & LM 170)	Calculus II & Lab (MA 180 & LM 180)	
Calculus-based Physics I & Lab (PS 131 & LP 131)	Calculus-based Physics II & Lab (PS 132 & LP 132)	

**Note:** Chemical Engineering students now major in Chemistry; Computer Engineering students now major in Computer Science. Students should consult their academic advisor regarding these programs.

#### Politics

Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & hl 104)	
Core, Philosophy, Theology, or Science	First-Year Writing (EN 105)	
Language	Language	
American Government (PO 102)	International Relations (PO 106)	

Psychology		
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
Core, Elective or EN 105	EN 105, Core, or Elec	
Language or Elective	Language	
General Psychology (PY 101)	Psychology Elective	

Sociology		
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
Intro to Sociology (SO 101)	First-Year Writing (EN 105)	
Elective or Core	Sociology Elective	
Language	Language or Core	

#### Social Work

Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
Intro to Social Work (SO 150)	First-Year Writing (EN 105)	
First-Year Writing (EN 105)	Language	
Language	Theology Course	

FALL SEMESTER	SPRING SEMESTER	
Theology		
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
Elective	First Year Writing (EN 105)	
Language	Language	
Biblical Course	Theology Course	

Undeclared		
Conversatio I (HU 103 & HL 103)	Conversatio II (HU 104 & HL 104)	
Language	Language	
First-Year Writing (EN 105) or Core	Core or First-Year Writing (EN 105)	
Core or Elective	Core or Elective	



#### REGISTRATION

#### **Course Registration**

Students will register each semester on MyAnselm portal for courses taken in the fall and spring semesters. A schedule of courses offered during a given semester can be found on the MyAnselm portal.

The registration process for selecting courses for an approaching semester involves two steps:

- You must first discuss course selection with an assigned advisor in the department of your major or with your undeclared academic advisor. This preregistration process is formalized with the advisor granting registration clearance in the portal.
- 2. You will finalize your course registration online via the MyAnselm portal during your assigned registration time.

#### Things to know about Registration

All courses have enrollment caps and students are registered on a first-come, first-served basis. The college monitors course enrollments over the summer and may make adjustments. Students are advised to check the availability of classes on MyAnselm often during the summer for updates.

Each course has a course ID – ex. SO 212 = Sociology at the intermediate level. It is recommended that freshmen take 100 – 200 level courses other than those which they were places into or were recommended by their major department. Courses at Saint Anselm College run on the following schedule:

- MWF = Monday, Wednesday and Friday
- TR = Tuesday and Thursday
- MW = Monday and Wednesday
- WF = Wednesday and Friday
- Single days = Monday only (M), Tuesday only (T), Wednesday only (W), Thursday only (R), Friday only (F)

Some courses require a student to also enroll in a co-requisite course. This is most often the case for science courses – for example, BI 103 with LB 103 (LB = Lab)

Students should register for 16 credits each semester to stay on track for graduation. Registration will open on June 15 and you will have the remainder of the summer to register and finalize your schedule for fall.

#### **Before Registration**

Before fall registration, all new students should take the language placement test for Modern or Classical languages and the Math assessment exam. Nursing students do not need to complete the language placement. For directions on how to access the exams, please visit the New Student Enrollment Portal at https://anselm.edu/ newstudents.



#### **REGISTRATION PROCESS FOR FALL 2020**

All students who have chosen a major have been pre-registered for major courses. Some students have been enrolled in EN 105: College Composition based on the recommendations of their departments, and the English department. **Students should not drop those courses unless they are confident that they have earned a four** (4) or five (5) in AP credit or a grade of "C" or above in a college-level course. If a student wants to change the time of one of their courses, and see an opening in another section, they can attempt to make a change through the student registration portal.

Students will register themselves for their remaining coursework based on the recommendations of their MyAnselm portal. The following coursework is recommended when enrolling in fall classes:

- 1. Major course work, including labs if applicable
- Conversatio with seminar HL 103 & HU 103 (Courses must be in the same cohort.) Students accepted to the honors program should enroll in a seminar section which begins with H.

#### Cohort models:

HL 103A w/HU103 AA, AB, AC, **AD**\*, AE and **HA**\*\* HL 103B w/HU 103, BA, BB, BC, BD, BE and **HB**\*\* HL 103C w/HU 103, CA, CB, CC, CD, CE and **HC**\*\* HL 103D w/HU 103 DA, DB, DC, DD, DE and **HD**\*\* HL 103E w/HU 103EA, EB, EC, ED, EE and **HE**\*\* HL 103F w/HU 103FA, FB, FC, FD, FE and **HF**\*\*

- 3. Modern with Native Speaker or Classical Language
- Example for Modern Language: SP100A with NSSP100G
- For Modern Language, the section letters for native speaker does not need to match the section letter of the language course.
- Example for Classical Language: CL 101 (no native speaker required)
- 4. Other core class, general elective course, minor or double-major course of interest

### INSTRUCTIONS FOR ONLINE REGISTRATION FOR FALL 2020 COURSES

- Log on to the MyAnselm portal at https://myanselm.anselm.edu/ics
- 2. Click on the following tabs:
  - Students
  - Registration and Course Schedules (scroll down slightly)
  - Add/Drop Courses
  - Change the term to FA 2020
  - Add Course by Code (You will see six numbered boxes. You will enter your courses into these boxes. Use drop down, then click add course)
- 3. Add courses for your major first, since there are limited sections of major courses.
- 4. Be sure to register for any other requirements associated with the class
  - a. Conversatio requires registering for both lecture and seminar.
  - b. Modern language requires registering for both the course and native speaker.
  - c. Sciences often require registering for both the course and lab and/or a recitation.
- 5. Do not click on the back button. The MyAnselm portal will kick you out of the system.
- 6. When adding a class, the system may tell you it conflicts with another class. Do not click swap.
- Add courses one at a time and click add course after each selection (don't try to enter all courses at the same time)
- 8. If the portal indicates there are no seats available, that means the class is full. So, click ok and do not click the back button.
- 9. If the portal indicates that the course is closed, but there are still seats listed as available, it means those seats are reserved for students in the major or a registration requirement has been placed on the course.

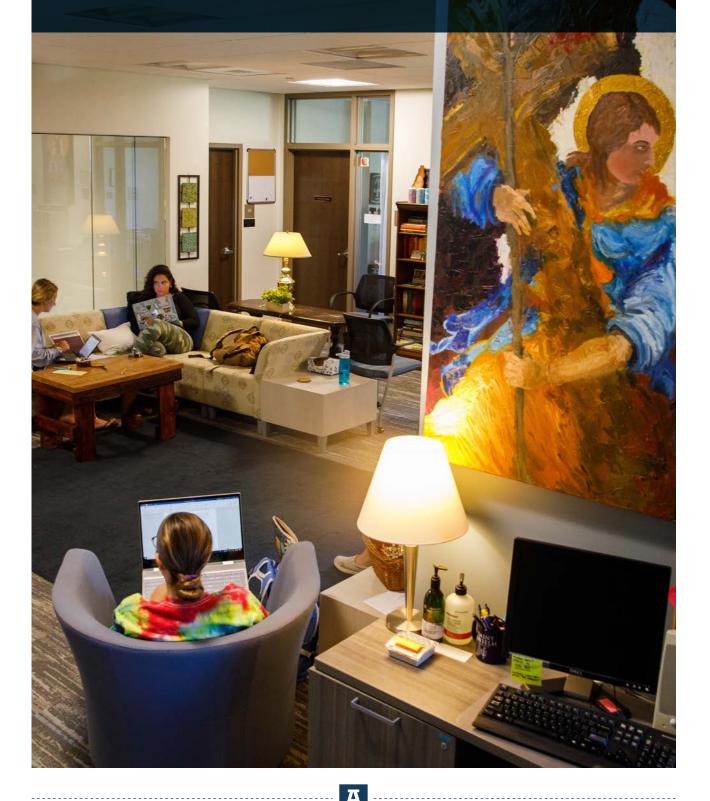
\* Service Learning Requirement

\*\* Honors Section

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#### **CLASS REGISTRATION SUPPORT**

Students can contact the Office of the Registrar during the summer months if they need assistance with adjusting their schedule. Email Registrar'sOffice@anselm.edu and someone will respond to you as quickly as possible during normal business hours. Registrar's office hours are Monday – Friday from 8:30 a.m. – 4:30 p.m.



# ACADEMIC RESOURCES

In addition to the faculty, there are many offices and people to support your academic success.

#### **CLASS DEAN SYSTEM**

The Office of the Dean of the College supports students' academic progress. It administers standards of academic progress. It also provides advisement in course work and oversees policies on disputed grades, leaves of absence, withdrawal from the college, and the assignment of academic notations. Your Academic Class Dean, in conjunction with your faculty advisor, can provide guidance on academic decisions.

- Freshmen (Class of 2024): Dean Stephanie Fernandez
- Sophomores (Class of 2023): Dean Anne Harrington
- Juniors (Class of 2022): Dean Christine Gustafson
- Seniors (Class of 2021): Dean Mark Cronin

#### ACADEMIC ADVISING

One of the most critical elements of college success is having strong academic advising to guide students through the decision-making process of course selections, adding majors and minors, specific areas of academic interest, and career readiness.

Every student is assigned a faculty advisor. Students with a declared major are assigned a faculty member from their major department, and undeclared students are assigned a faculty member from our undeclared advising team. Your advisor will be assigned in August. Students can find the name of their academic advisor by following the instructions below:

- Log on to the MyAnselm portal at https://myanselm.anselm.edu
- Go to "Students"
- Go to "Degree Planning"
- Go to "View all Details"

The Office of Academic Advisement is another resource that assists you in defining and achieving your education goals, whether those goals are as simple as choosing the correct elective courses during pre-registration or as complex as selecting and applying to graduate schools. In collaboration with college faculty, the office also provides multifaceted individual and group advising services. Each semester the Office of Academic Advisement offers a variety of services including workshops on graduate and law school, major selection, and GRE and LSAT preparation. Individual appointments with the director of academic advisement are available for students to discuss major selection, graduate school planning, law school applications, personal statement review, and any other academic related issues.



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### ACADEMIC RESOURCES

#### ACADEMIC RESOURCE CENTER (ARC)

The Academic Resource Center offers students assistance in developing or refining the academic skills that lead to college success. The ARC's professional and student staff provides services such as academic counseling, group and individual learning skills assistance, writing support, and peer tutoring. The ARC is equipped with large tables for individual and small group study and tutoring. The adjacent classroom is available for review sessions, workshops, seminars, individual tutoring sessions, and small group presentations. Below are services available in the ARC

**The Writing Center -** The goal of the Writing Center is to support students as they strive to become more effective writers. Writing assistants support students at various stages of the writing process from brainstorming to proofreading. They discuss essay topics, review drafts, and encourage students to revise their work. Writing assistants work with students to help them develop composing and revising strategies applicable to all writing assignments, focusing on the development of students' lasting skills.

The Peer Tutor Program - The Peer Tutor Program is designed to provide all Saint Anselm College students quality academic assistance free of charge. Peer Tutors offer individual and small group tutoring in most courses. This program supplements the assistance provided by faculty members. Peer tutors are Saint Anselm sophomores, juniors and seniors employed by the Academic Resource Center. All peer tutors have been recommended by faculty and have participated in ongoing staff development workshops. Currently, over 65 students tutor across the curriculum. With over 2,800 tutoring sessions held each year, the Peer Tutor Program has become a vital academic support service at Saint Anselm College.

### SERVICES FOR STUDENTS WITH DISABILITIES

The director of the ARC arranges for academic accommodations for students with disabilities. Students with appropriately documented disabilities who are enrolled at Saint Anselm College may be eligible for reasonable accommodations. Academic accommodations at Saint Anselm College may include extended time for exams, a distraction reduced environment, help with note-taking, preferred seating arrangements, and the use of audio recorders in class. It is the student's responsibility to contact and submit documentation of a disability to the director of the ARC. Students should allow three weeks for the evaluation and decision on the documentation submitted.

If you are planning to disclose a disability and request academic accommodations, follow these steps:

- Gather information and documentation about your disability.
- Understand your disability and think about reasonable accommodations in the college setting.
- Speak with your parents/family about their role in the process of requesting accommodations.
- Write or call Kenneth Walker (kwalker@anselm. edu) in the Academic Resource Center to arrange the first appointment. Plan to meet during the first or second week of the fall semester.
- If you believe your accommodations may require more time to arrange, call or write during the summer. When in doubt, contact Kenneth Walker.

**Note:** To request housing accommodations, complete the request form available in the New Student Enrollment portal.

# ACADEMIC RESOURCES

#### ACADEMIC POLICIES

#### Add-Drop

You can adjust your schedule for the current semester until the Add-Drop deadline. For fall 2020 the deadline is Wednesday, August 26, 2020.

#### **Pre-registration**

Pre-registration is a week designated for students to meet with their academic advisors to select courses for the next semester. Pre-registration for spring 2021 is October 26-30, 2020. Pre-Registration for fall 2021 is March 22-26, 2021.

#### **Course Withdrawal**

Withdrawing from a class after add-drop period should only be done for compelling reasons. There are <u>TWO</u> withdrawal deadlines each semester.

- First Withdrawal Deadline: You would get a "W" on your transcript; no grade penalty; you need the signatures of your advisor and the Dean.
- Second Withdrawal Deadline: You would either get a "W" with no grade penalty or a "WF" withdraw-failing has a negative effect on your GPA; you need the signatures of your advisor, your professor, and the Dean.
- Dates will be announcement at the beginning of each semester.

#### **Mid-term Deficiencies**

Mid-term deficiencies is a practice by which professors submit deficiencies for any students receiving a mid-semester grade of C-, D+, D, D- or F. Deans and advisors are notified of these midterm deficiencies. Students are highly encouraged to speak with their faculty, advisor and Class Dean about their deficiencies.

#### **Class Attendance Policy**

Students are expected to attend <u>every</u> class meeting, native speaker session, lab, and recitation of the courses in which they are enrolled. However, students may accumulate class absences amounting to the number of class meetings per week. These "allowed absences" should be used for absences necessitated by circumstances such as a brief illness, a personal obligation that conflicts with a class, or participation in Collegesponsored events. Absences beyond these "allowed absences" (*even if they are due to a documented illness*) may have a negative impact on grades. In addition, students should adhere to the following:

- Students are expected to be familiar with and to abide by their professors' policies on making up exams or assignments missed because of absences.
- Students have the responsibility to notify their class dean in cases of prolonged absences and to provide documentation explaining the reason(s) for the absences.
- Students should be aware that they *cannot accumulate an unlimited number of documented absences* without risking their standing in classes. There are circumstances in which missed work cannot be made up and in which the number of absences, including documented absences, makes withdrawal from classes the appropriate action.



The college experience is about more than coursework and students at Saint Anselm College have a great number of opportunities to enrich their time at Saint Anselm by joining a community of peers and becoming involved in our rich campus life. This section shares some of the wonderful opportunities our campus has to offer!

#### OFFICE OF THE DEAN OF STUDENTS

The Office of Dean of Students serves as a friendly resource from the day students arrive on campus until the day they graduate. The staff advocates for their needs and mediates between students and college administration. The office serves as a resource for student life information and work closely with individual students and student organizations to offer programs and services that complement their academic experience.

### OFFICE OF STUDENT ENGAGEMENT AND LEADERSHIP

The Office of Student Engagement and Leadership guides students in creating and maintaining successful organizations that are socially responsible, representative of the student body, and that reflect the Saint Anselm College mission. The office's student-centered approach supports the development of students through positive social, cultural, intellectual, recreational, and leadership experiences. The office helps create an environment which promotes self-governance, values congruence, and a broader relational understanding of the community in which they live through interactive learning opportunities. The Office of Student Engagement & Leadership coordinates several experiences which engage students in new and fun ways.

### OFFICE OF RESIDENTIAL LIFE AND EDUCATION

The Office of Residential Life and Education supports a residential life experience that integrates a Benedictine approach to the educational journey. The office strives to provide an environment that enhances our students' academic success and reflects the values of integrity, mutual respect and responsibility. Residential Life is committed to promoting a living/learning experience in the halls through positive staff interactions, educational opportunities, and developmental programming.



- Saint Anselm residential housing accommodates around 2,000 students in various living arrangements, from traditional residence halls to suites, townhouses, and apartments. More than 97 percent of students choose to live on campus and enjoy a balance of academic study, rest, relaxation, and social life.
- Housing is guaranteed for all four years to students who enter in residence as freshmen and remain in residence. Each residence hall has a staff of student resident assistants (RAs), and a resident director (RD), or area coordinator (AC), who assists students with college adjustment, campus resources and information, and provides opportunities for social, educational, and personal growth.

#### **CAMPUS MINISTRY**

Campus Ministry is here to offer you opportunities to discover and enter into the spiritual life, fellowship, and Christian community that are at the core of our Catholic and Benedictine identity. Whether you are Roman Catholic, part of another faith tradition, or are uncertain about your faith, Campus Ministry is here to journey with you. Some opportunities offered through the Office of Campus Ministry are Service and Solidarity trips, retreats, faith sharing groups, service outreach to the local community, prayer services, Wednesday Night Mass for students, weekly and daily liturgies, and so much more!



### CENTER FOR INTERCULTURAL LEARNING AND INCLUSION

The Center for Intercultural Learning and Inclusion strives to build community, support the academic mission of the institution, and offer opportunities to promote learning and leadership outside the formal academic curriculum. The center serves as a safe space where all Saint Anselm College students can drop in to meet new friends and enjoy relaxing conversations. Through cross-cultural dialogues and examining issues relevant to diversity and social justice, we hope to nurture a generation of informed world citizens who find unity within our differences.

#### MEELIA CENTER FOR COMMUNITY ENGAGEMENT

The Meelia Center for Community Engagement supports the mission of Saint Anselm College by preparing students to be ethical leaders and informed citizens who contribute to a more just community and world. The Meelia Center accomplishes this by promoting, organizing and supporting volunteer service, service-learning, civic engagement and the development of student leadership. The Meelia Center also supports service-learning on campus. Service-learning is an educational strategy that applies important course concepts through significant service to the community. Each semester more than 250 service-learners engage in the community where they learn their course concepts more deeply, strengthen their professional skills and clarify their goals for the future. Each year servicelearning is integrated into at least 10 academic departments and 30 courses, from nursing and psychology to computer science and theology.

The Meelia Center keeps pace with student initiative and community requests by encouraging and developing student leadership. The center employs over 70 student coordinators and office staff (mostly work-study students) to help recruit, place and support volunteers and service-learners. In fact, the center engages some veteran leaders in staff management positions. Much of this coordination is done right from the community agency, with student leaders serving clients directly and coordinating the service of their fellow students. The center prepares coordinators with the knowledge and skills necessary to be effective leaders.

#### OFFICE OF INTERNATIONAL PROGRAMS

The Office of International Programs provides advising and support to students pursuing overseas studies including short-term facultyled, traditional semester and year-long programs, as well as immigration advising support to our international student community. Offering more than 70 programs in 26 countries, encompassing academics, service-learning, volunteering and internships, there is a program to meet your needs (and dreams!). Examples of international study includes marine biology on the Great Barrier Reef, art history in the museums of Florence, finance in London, language in Madrid, and international relations in Shanghai, China. Students also have the unique opportunity to engage in our own Semester-In-Orvieto, taking Saint Anselm classes with our professors. It's the Hilltop in Italy!

#### CAREER DEVELOPMENT CENTER

The Career Development Center serves as the central coordinating point for the college's career and professional development education and programs. The center strives to be the institutional leaders and content experts in assisting students with self-assessment, experiential acquisition, and professional skill development and employer contacts leading to post-graduate success. Through applied transformative training, experiences and programs, the Career Development Center prepares Saint Anselm College students to be professionally resilient leaders and global citizens. Through collaborations with faculty, alumni, community and business partners, the Career Development Center provides a framework for the application of learning outcomes flowing from the liberal arts curriculum.

Individual counseling is offered to students in order to develop a specific career plan that best meets the student's needs. Self-assessment tools, including occupational selection and personality type, are available to students who require an in-depth exploration of career-related issues. Students are encouraged to utilize the office's services prior to their senior year in order to fully develop and understand their skills, interests and values in relation to employment and graduate school opportunities. Career Development Center offers support with internships which enable students to explore career options while assisting community partners and other college constituents in enhancing the productivity of their respective businesses. Students in the internship program commit to a specified number of hours at each site, while also attending a bi-weekly academic seminar. The seminar serves as the reflective component of the program; thus, being the focal point of learning. Additionally, the seminar serves as the prime arena where theory and practice are discussed, providing students with the opportunity to engage one another in professional development issues that will ultimately enhance their own professional, civic and social growth.

#### **HEALTH SERVICES**

Health Services is equipped to provide students with medical care, counseling and health education. Because our approach is multidisciplinary, (nurse practitioner-director, registered nurses, advanced practice registered nurse, physicians, and counselors) when an issue has both medical and counseling components, our staff members confer with one another to better coordinate care. The philosophy of Health Service is based on a holistic view of the individual person. The goal of Health Services is to maximize the wellness of each individual physically, emotionally, spiritually, intellectually, occupationally and socially.

#### ALVA DE MARS MEGAN CHAPEL ART CENTER

The *Alva de Mars Megan* Chapel Art Center is Saint Anselm College's gallery for the exhibition of fine art. Formerly the college's chapel, the Chapel Art Center maintains a beautifully decorated vaulted ceiling and magnificent stained-glass windows. Its uniquely serene ambiance and rich historical significance make for the perfect cultural setting. As a center for the promotion of the fine arts, exhibitions coincide with lectures, tours, concerts, and recitals. This facility provides a gracious setting for special exhibitions and houses a permanent collection of artworks. It welcomes the campus and general public with exhibitions throughout the academic year.

#### **GEISEL LIBRARY**

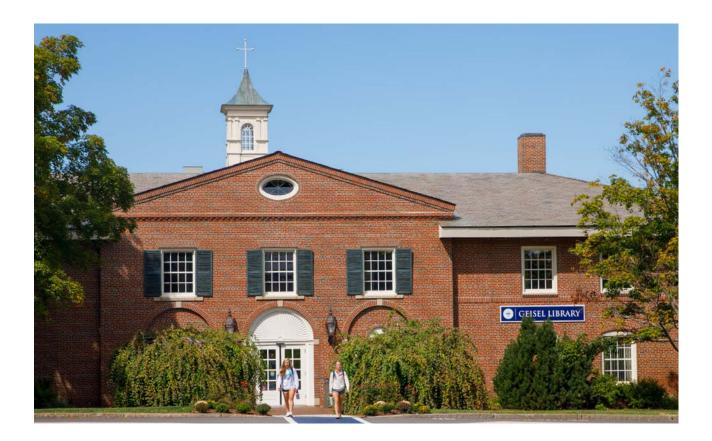
Geisel Library plays a central role in the academic life of the college by supporting the teaching, learning and research needs of students, faculty, staff and the Monastic community. The Geisel staff is a dynamic, service-oriented team that is committed to helping users with their library needs. The collections include ever-growing and selective access to more than,400,000 physical and online titles, covering primarily scholarly books, journals, newspapers, databases, web sites, microforms, archives and audio/visual publications. Descriptions and or the full-text of all of the library's resources may accessed through the library's website both on and off campus. The Reference Desk helps Saint Anselm College students with their research needs and guestions. Whether you are working on a paper or researching a topic of personal interest, reference librarians can direct you to the best information resources.

#### OFFICE OF INFORMATION TECHNOLOGY

The Office of Information Technology (OIT) is committed to innovation, ease of use and providing a learn-anywhere learn-anytime environment for the Saint Anselm College community. We maintain the wireless and wired network infrastructure, information systems and services, instructional technologies, and customer service. We are here to make the technology aspect of your student experience seamless.

The Help Desk is the central point of contact for the provisioning of all services by OIT. If you should experience any issues connecting to the network, please contact the Help Desk from on campus at HELP (4357) or visit us in person Mon-Fri 8:30 a.m. - 4:30 p.m. (located in the Library).

HawkNet is a student program of customer support staffed by members of the Saint Anselm College Office of Information Technology and students hired as technology assistants. This allows OIT to offer long ranges of support each day to meet student needs.



#### CAMPUS MAIL CENTER

The Campus Mail Center is located on the lower level of the Roger and Francine Jean Student Center Complex. Students can receive first-class mail and packages through the Campus Mail Center. Students will receive an email once a package is delivered with instructions for a kiosk pick-up. For traditional mail, students can pick it up from the friendly mail center staff with their Saint Anselm College ID.

Outside Services including stamp sales, local and international letter and package shipment. Campus Mail Center staff will do our best to recommend the best shipper and services for your needs. There is also a small variety of envelopes and packaging for sale to accommodate most basic shipping needs. If you have any questions concerning the picking up of or shipping out of your mail or packages, please contact us at (603) 641-7025 or e-mail us at mailcenter@anselm.edu.



#### DEPARTMENT OF CAMPUS SAFETY & SECURITY

Department of Campus Safety & Security is located in the Daley Building on Saint Anselm Drive across from the main entrance to the college. The department employs full-time uniformed officers who patrol the campus 24 hours a day and respond to a variety of calls including all emergencies. Call 911 or 555 from any on-campus phone, for all emergencies or 641-7000 for non-emergencies. The department's mission is to support the college by providing exceptional services that promote a safe and well-ordered environment for our community. We aspire to carry out our mission in a compassionate manner guided by the following values: respect, integrity, service and excellence.

• **Parking:** All Saint Anselm College students must apply for a parking permit online, each academic year. Parking permits are available online at thepermitportal.com. The website requires your Saint Anselm College student ID# as well as your Saint Anselm College issued email address. Your Saint Anselm College ID number is the six-digit number, without the letter, on the back of your student ID. All students are required to purchase a parking permit prior to bringing their vehicle to campus and are expected to obey all parking rules and regulations. Students will receive an email to their Saint Anselm College email address around August 1st notifying them that permits are available for purchase.



#### FINANCIAL AID

The Office of Financial Aid is available to assist you every step of the way. We're committed to making the process of investing in a Saint Anselm education as easy as possible for new students and families. The Financial Aid Office is located in Alumni Hall (lower level). To learn more about the Financial Aid Office visit https://www.anselm.edu/ aid-offer.

#### STUDENT FINANCIAL SERVICES

Financial Services is ready to assist you with the financial obligations you will incur during your enrollment here at the College. Contact Financial Services is you need assistance with the following:

- Tuition and Expenses Detailed information regarding tuition, room & board rates, mandatory fees and other student related expenses
- Billing Cycle & Payment Options Important deadlines and information regarding payment options including online payments and monthly payment plans
- Student Medical Insurance Information regarding required health insurance coverage.
   Find information on how to enroll online to purchase coverage or complete an online waiver.
- Refund Policy and Changes in Enrollment

   Refund Policies includes both Federal and Institutional refund policies, as well as information regarding optional Tuition Refund Insurance Plan. You will also find information regarding how changes in enrollment will impact your student account.
- Hawkbucks In addition to all on-campus dining facilities, Hawkbucks can be used at the College's bookstore, mailroom, and on select on-campus vending machines. Hawkbucks never expire and are refunded upon graduation or withdrawal from the College.

#### **ON-CAMPUS EMPLOYMENT**

The Student Employment Program at Saint Anselm College includes both Federal Work Study (FWS) Payroll and Student (STU) Payroll.

If you are eligible for Federal Work Study, then your allotment will be included in your financial aid package and an additional award letter will be delivered via Saint Anselm College email in August with more information. It will tell you how much money you are eligible to earn. Be sure to keep the letter as you will need to show it to your hiring department.

To apply for and receive an on-campus position, students will work with the Office of Human Resources and your hiring department to complete the necessary paperwork, so you can begin your new job. Read more about getting a job, offer letters, and yellow cards on the Student Employment webpage at https://www.anselm. edu/current-students/employment/getting-job.

You should look for a job in an office or department that interests you as soon as you arrive on campus. Both Federal Work Study (FWS) payroll and Student (STU) payroll jobs are available in various departments.

All student employees are required by the federal government to complete an I-9 and W-4. Please bring original identification with you to campus. Examples of appropriate documents include a valid passport alone, or a photo identification such as a valid driver's license or Saint Anselm College student identification along with an original social security card or an original birth certificate. See the required paperwork and documentation page for additional information.

If you have any questions about working on campus contact the Office of Human Resources at (603) 641-7020 or at HumanResources@anselm.edu.

# CAMPUS RESOURCE CONTACT LIST

DEPARTMENT	NAME/TITLE	PHONE NUMBER	EMAIL ADDRESS
Athletics	Darren Montgomery, Director	603-641-7800	dmontgomery@anselm.edu
Academic Advisement	Stephanie Fernandez, Assistant Dean for Freshmen & Director of Academic Advisement	603-641-7465	sfernandez@anselm.edu
	Anne Harrington, Assistant Dean for Sophomores & Student Support Services	603-641-7465	aharrington@anselm.edu
Academic Resource Center	Kenneth Walker, Director	603-641-7193	kwalker@anselm.edu
Bookstore	Vicky Cassidy, Manager	603-641-7950	stanselm@bkstr.com
Campus Ministry	Susan Gabert, Director	603-641-7130	sgabert@anselm.edu
Career Development Center	Kimberly DelGizzo, Director	603-641-7310	kdelgizzo@anselm.edu
Office of the Controller	Erica Dobler, Controller	603-641-7102	busoffice@anselm.edu
Dean of Students	Alicia Finn, Vice President of Student Affairs & Dean of Students	603-641-7600	afinn@anselm.edu
Office of Financial Aid	Elizabeth Keuffel, Director	603-641-7203	financial_aid@anselm.edu
Health Services	Maura Marshall, Director	603-641-7028	mmarshall@anselm.edu
Human Resources (Student Employment)	Kelly Fieldhouse	603-641-7381	kfieldhouse@anselm.edu
Information Technology	HELP Desk	603-222-4295	helpdesk@anselm.edu
Intercultural Center	Wayne Currie, Director	603-222-4282	wcurrie@anselm.edu
Office of International Programs	Jane Bjerklie-Barry	603-641-7371	jbjerkliebarry@anselm.edu
Meelia Center for Community Service	Nicole Lora, Director	603-641-7108	nlora@anselm.edu
Office of the Registrar	Tracy Morgan, Registrar	603-641-7400	registrar@anselm.edu
Residential Life & Education	Susan Weintraub, Director	603-222-4006	sweintraub@anselm.edu
Safety and Security	Robert Browne, Director	603-641-7000	rbrowne@anselm.edu
Office of Student Engagement and Leadership	Jean Couture, Director	603-641-7363	jcouture@anselm.edu

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