ACADEMIC ADVISING

Academic Advising

Each student is different. Some know their major and career paths from the moment they arrive at Fordham. Others have no idea where to start. Still others think they know when they’re freshmen but arrive at completely different decisions after a few semesters. The Gabelli School’s academic advisers are adept at coaching students in each of these situations and more.

The entire specialized academic advising staff—freshman, sophomore, junior, and senior class deans; the dean of international programs; the transfer dean; the evening program director; and the dean of honors opportunities—helps each student to plan an academic program and learn how to make wise decisions regarding academics, careers, and life in general.

Advisers provide help in identifying goals, choosing courses, investigating majors and concentrations, experimenting with electives, securing internships, and building the portfolio of skills needed to succeed in any given area of business. For more details and contact information for each adviser, visit the Undergraduate Advising web pages.

Registration

Each semester, students are assigned a specific day or days for registration. Registration dates for each semester can be found on the enrollment services website. Students register based on the academic program they are pursuing and to which they have been admitted. They are responsible for consulting with their class dean to familiarize themselves with their program’s requirements and to make sure that their program is correctly listed in the Degreeworks system, accessible through the student tab on my.fordham.edu/portal. The Gabelli School of Business offers multiple special academic programs; most are open to all students, while others are by admission only. Students with an interest in or questions about any academic programs are encouraged to see their class deans or the individual program directors.

By the last date for course changes, students should recognize that they have made a serious commitment to complete the courses for which they have registered. Alterations in registration after that date are at the discretion of the dean’s office. Students should make sure they can complete any nonacademic commitments they have—clubs, jobs, internships, and so on—without interfering with the coursework they committed to during registration. If students register late, they are held accountable for any absences they may incur as a result.

Please note that no Gabelli School student shall at the same time be matriculated in any other school or college, either at Fordham University or elsewhere, without the consent of the dean.

Full-Time Status

Students should maintain full-time status to participate in intercollegiate athletics, university housing, family medical-insurance plans, and, for international students, their student visa. Full-time status means that a student is enrolled in at least 12 credits each semester and completes at least 12 credits each semester. Students who fail to complete at least 12 credits per semester may find themselves ineligible for intercollegiate athletics, university housing, financial aid, scholarships, the outside medical-insurance plans under which they are covered through their families, and/or their student visa. Students who anticipate one or more semesters in which they do not maintain full-time status should speak with their class dean and their families as soon as possible to better understand any potential consequences.

To meet the 120-credit and 40-course requirements for on-time graduation, Gabelli School students in the four-year program should register for five courses each semester (plus one Integrated Project per year), with 1.5-credit courses counted as half courses. Any deviation from this five-course format requires a class dean’s approval and may require taking summer classes or delaying graduation.

Program Approval

During the second semester of sophomore year (or, in some circumstances, the first semester of junior year), Gabelli School students must declare their specific program of study: a major and, if needed or desired, one or more concentrations or minors. They declare this program through their class dean, whose offices are on the fourth floor of Hughes Hall. Once the program of study has been recorded, students are responsible to ensure that it is listed correctly on the Degreeworks system and They must inform their class dean immediately if there are any errors.

Program Changes

Students who are contemplating a change in their program of study should seek advice from their class dean immediately. The class dean helps students to take next steps with the academic area chair, and ultimately gives approval for the change.

Students who are considering changing their academic program should do so as early as possible. Changes often involve considerable adjustments and become increasingly costly in time and credits if delayed beyond the first semester of junior year.

In considering program changes, please note that

1. courses cannot be added to a program after the first week of class in any given semester without permission; and
2. if any course is dropped without written permission from the class dean, it will result in a failure.

Four Year Day Program at Rose Hill

The Gabelli School of Business program at Rose Hill consists of 40 courses and requires a minimum of 120 credits. (Please note that certain three-credit business core courses are split into two 1.5-credit courses; in such cases, those two courses do not count separately, but rather count together as one course.) Students must achieve a cumulative quality point index (GPA) of at least 2.0 to graduate.

Students who transfer into the Gabelli School of Business from another school must complete a minimum of 20 courses and 60 credits as matriculated Gabelli School students.

Gabelli School students typically take five courses per semester plus one Integrated Project per year. All students who come to Fordham without any prior credit for college coursework must take this number to be on target for graduation in four years. Any deviation from a five-course semester should be approved by the class dean.

See the Gabelli School of Business Core Curriculum and Academic Programs list for specific course requirements.
Evening Program
The Gabelli School of Business evening program allows students to take classes on a part-time or modified full-time basis, depending on the circumstances.

Admission to the Evening Program
There is no direct admission to the Gabelli School of Business evening program. Students first must be admitted to Fordham’s School of Professional and Continuing Studies (PCS). For more information on this initial stage of the process, please visit the School of Professional and Continuing Studies Admissions we pages: [http://www.fordham.edu/pcs](http://www.fordham.edu/pcs)

Once accepted to the School of Professional and Continuing Studies, students must complete all of the Gabelli School’s evening prerequisites. These are:

- ECON 1100 BASIC MACROECONOMICS
- ECON 1200 BASIC MICROECONOMICS
- ECON 2140 STATISTICS I
- MATH 1108 MATH FOR BUSINESS: FINITE
- MATH 1109 MATH FOR BUSINESS: CALCULUS

With those prerequisites complete and other evening-program requirements met, candidates must submit an internal transfer application. Candidates should contact the transfer dean to get more information about the requirements and to begin this phase. Decisions are typically made twice per semester.

Evening Program Schedule
Students take primarily evening-hours business courses and also may choose among a select number of evening and weekend liberal arts courses. All liberal arts core courses must be taken through Fordham’s School of Professional and Continuing Studies.

Evening students who wish to take business courses during the daytime may do so on a limited basis, with approval from the evening program director.

Evening Curriculum
The evening program is similar academically to the day program — including a liberal arts core, a business core, a major/concentration, and electives—but varies in its delivery, structure, and approach.

The evening program calls for at least 40 3- or 4-credit courses and 120 credits with a minimum cumulative index (GPA) of 2.0. Students who transfer from another school are required to complete a minimum of 20 courses and 60 credits as matriculated Gabelli School of Business students.

Evening students may choose from the same majors and concentrations available to four-year day students and listed in the Areas of Study section of this bulletin. They also may pursue a secondary concentration or a liberal arts minor, and, if interested, are encouraged to discuss this with the evening program adviser as soon as possible after their acceptance. Please note, however, that there are certain majors and concentrations that are more accessible to evening students and others that are more accessible to day students based upon the number of courses in each area that are offered in the evening versus the daytime. Students should confer with the director of evening programs to determine the best program of study for their needs.

Below is a table of business courses, liberal arts courses, and free electives for the business administration major and the public accounting major. The number refers to the actual number of courses that must be completed for each major.

<table>
<thead>
<tr>
<th>Courses</th>
<th>Bus Admin</th>
<th>Pub Acct</th>
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<tbody>
<tr>
<td>Business Courses</td>
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<td>23</td>
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<tr>
<td>Business core</td>
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<td>12</td>
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<tr>
<td>Concentration + bus</td>
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<td>11</td>
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<tr>
<td>elec. (col. 1) or major</td>
<td>(col. 2-4)</td>
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<tr>
<td>Liberal Arts and Sciences</td>
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<tr>
<td>Total</td>
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</table>

Evening students are advised to save two or three liberal arts electives and the fine arts core requirement for their last year, because it is much easier to schedule these courses around the very specific senior-year business requirements.

In the event of questions, current evening students may consult the evening program director.