

# COURSE SELECTION INSTRUCTIONS



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Please read the instructions below carefully as they are different for incoming first-year and transfer students.

>>Note<< You must start the course selection process in order to be registered for Transitions 102/104, required online pre-orientation resources for incoming students.

## **FIRST-YEAR STUDENTS: ONLINE COURSE PREFERENCE FORM**

Incoming first-year students will start the course selection process by submitting the online Course Preference Form. This form allows you to state your course preferences and guides the Registrar's Office as they work with you to create your schedule.

Openings for courses fill on a first-come, first-served basis. The following link will take you to the Course Preferences Form along with additional links to our course offerings and our online course catalog where you can read course descriptions and major requirements.

**[www.houghton.edu/accepted/course-selection](http://www.houghton.edu/accepted/course-selection)**

Once you have declared your course preferences, the Registrar's Office will put together a course schedule for you based on your stated preferences. You can then request any changes you may have.

Once you have submitted the course preference form, you will be enrolled in Transitions 102, online pre-orientation for incoming first-year students.

## **TRANSFER STUDENTS: CONTACT ACADEMIC RECORDS OFFICE**

If you are an incoming transfer student (you have previously matriculated as a full-time student elsewhere) and have already submitted your confirmation of enrollment deposit, you can contact James Hutter in the Registrar's office by email at [james.hutter@houghton.edu](mailto:james.hutter@houghton.edu).

Once you have initiated the course selection process, you will be enrolled in and have access to Transitions 104, an online pre-orientation resource for transfer students.

## **QUESTIONS? NEED HELP COMPLETING THE FORMS?**

Please contact the Admission Office at 800.777.2556 or at [admission@houghton.edu](mailto:admission@houghton.edu). Depending upon your question, a representative from either the Admission Office or the Registrar's Office.

The General Education curriculum at Houghton College requires that all students take two courses that meet the “changing world” requirement. The requirement is to provide skills for cross-cultural interaction and understanding.

## **WORLD LANGUAGE**

The study of a world or biblical language is one method to meet this requirement. The available on campus languages are:

Introductory Greek 1 and 2  
Introductory Hebrew 1 and 2  
Introductory French 1 and 2  
Introductory German 1 and 2

For French and German, you may start with 102 provided you can demonstrate sufficient previous knowledge of and fluency in the language. You will still need to take an additional course from the other options to complete the General Education requirement.

Spanish is offered from Introductory to Advanced Levels.

If you have previous knowledge and fluency in Spanish, you may take the placement test or converse with the Spanish professor to determine your correct placement.

>>Note<< An AP language course with a 4 or 5 score meets one of the “changing world” requirements. If you desire to meet the second “changing world” requirement with a further language course, please speak with:

Marlene Collins – Associate Professor of Spanish: **Marlene.Collins@Houghton.edu**

or

Marcus Dean – Chair, Department of Intercultural Studies and Director of Off-Campus Studies: **Marcus.Dean@houghton.edu**

## **PLACEMENT EXAM**

Information for the French, German, and Spanish placement tests is at:

**[www.houghton.edu/accepted/course-selection/foreign-language-placement-test/](http://www.houghton.edu/accepted/course-selection/foreign-language-placement-test/)**

- **UserID:** houghton (all lower case)
- **Password:** tower1 (all lower case)
- For your Student ID Number, you may leave this area blank

This exam requires no more than 20-30 minutes and should be completed as part of the course selection process prior to the start of classes.

## **STUDY ABROAD**

The “changing world” requirement can be met in full through a full semester of Study Abroad that provides at least 4 credits of the local language. A full semester of Study Abroad, without at least 4 credits of the local language, will meet one half of the requirement. Honors in London and East Meets West will fulfill half of this requirement.

For more information about Off-Campus and Study Abroad programs:

Contact Marcus Dean – Chair, Department of Intercultural Studies and Director of Off-Campus Studies:  
**Marcus.Dean@houghton.edu**

Visit **<http://www.houghton.edu/academics/off-campus-studies/>**