The procedures described below continue to be refined in our efforts to work more effectively with academic departments. Please feel free to contact us with questions and/or comments.

**What’s a Freshman Interest Group (FIG)?**

FIGs are for fall term only.

A FIG consists of 25 or fewer freshmen taking two regular courses and a FIG seminar (College Connections) together during the fall term. The two academic courses are part of the regular university curriculum and in almost all cases satisfy group requirements for general-education. These courses are also open to non-FIG participants at all class levels, although discussions or labs may be limited to only FIG students.

Students enrolled in a FIG are linked together through a one-credit College Connections course typically taught by a professor responsible for one of the two FIG classes. This small group offers mentoring and further exploration of the course materials. The majority of FIGs are not connected to specific majors, but are intentionally broad, allowing students to investigate different academic areas and understand the interconnections in their content and themes. Some FIGs however are designed as an introduction to specific majors or professions, such as journalism, architecture, education, and business. In addition to the faculty leader, each FIG has an undergraduate teaching assistant who assists with the College Connections course and helps FIG students learn to navigate the university.

**Setting up FIGs**

Planning for FIGs begins approximately a year in advance. In fall term, the FIG Call for Proposals is sent to all teaching faculty, inviting them to develop and propose a new FIG for the following fall term. Early in winter term, the existing FIGs are reviewed and reconfigured and new ones are created. Preparation must begin this far in advance to publish the information for incoming students.

When the courses to be included in a FIG have been determined, the academic department and faculty are contacted by the First-Year Programs staff for final approval of the selection. A confirmation letter, with the courses to be included and the number of seats needed, is sent to academic department course schedulers. The selected courses will have seats reserved for the students involved in the program. (Please see FIG Enrollment Management below.)

College Connections faculty members are asked to request specific course meeting time/day, equipment needs, etc. Scheduling a time for the College Connections class takes into consideration the needs of the faculty, the fall schedule of the TA/FA, and the set times of courses in the FIG block. This happens during spring term. Departmental staff do not need to worry about scheduling College Connections classes. First-Year Programs works directly with Academic Scheduling to input and code each of the College Connections sections. College Connections courses are not listed in the Class Schedule.

**Registering Students for FIGs**

At the beginning of April, incoming students receive the Chart Your Course book with information about requesting FIGs online. Students are individually registered for the FIGs in
the order the requests are received beginning as early as May and continuing through Week of Welcome. Students are registered only by the staff of the First-Year Programs office with support from the Office of the Registrar.

Students are able to drop the FIG only through the First-Year Programs office, not on DuckWeb. Registration in a FIG for the purpose of securing a single course included in the FIG is not permitted. Therefore, it is against First-Year Programs policy for students to drop one or both of the classes while still remaining in the FIG. First-Year Programs reserves the right to drop a student from the remaining course(s) if he or she drops one or more of the courses in the FIG block.

**FIG Enrollment Management**
First-Year Programs works with the Registrar’s Office to reserve seats for FIG students. A maximum of twenty-five seats are reserved in the FIG courses. To do this, the maximum enrollment of each course is artificially decreased by 25, or in the case of some discussion sections, the enrollment has been lowered to zero. (Sections where enrollment has been reduced to zero will not display on Class Schedule.) Because the maximum enrollment numbers for lectures are governed by the numbers set for accompanying discussion or labs, the Registrar’s Office temporarily manipulates the enrollment maximums of the selected sections to ensure that the projected enrollment is met correctly. Some courses have been selected to be part of more than one FIG; for these, the maximum enrollment is artificially lowered by 25 seats per FIG.

Because of this artificial reduction of the maximum enrollment, enrollment figures may display negative numbers in the Available Seats area of Banner and Class Schedule as the FIGs fill up. This is only a temporary over-enrollment. This is corrected once the Registrar’s Office restores the enrollment maximum to the original level. **Please do not change the enrollment maximum for the selected sections. That can result in actual over-enrollment. Please contact First-Year Programs with questions or requests.**

Seats for FIG students may be reserved through Week of Welcome. Spaces are released to the general student population if the FIG does not fill. The original enrollment maximum is restored, opening seats for other students not in a FIG.

Courses included as part of a FIG are coded in the Section Flag area of the schedule module of Banner. You may view these codes in SQASECT, a form in the Banner Query System. Enter the term code and CRN, use the Next Block command to navigate through the blocks until you find the Section Flags block; courses will be flagged as either a FIG component (meaning enrollment has been reduced but spaces are still available) or FIG only (meaning enrollment has been lowered to zero and all seats are held).

Courses have been specifically selected to be included in a First-Year Program based on academic content, compatibility with other courses based on day/time scheduling, and faculty requests. **As a result, the meeting time or day of courses that are part of a First-Year Program may not be changed without approval of the First-Year Programs Office.**

**FRESHMAN SEMINARS**
Freshman Seminars are offered fall, winter, and spring terms.

Freshman Seminars are 3-credit courses for 18-23 freshmen. The seminars explore topics of special interest to the instructing faculty. All seminars emphasize discussion and practical application, and many of them focus on current issues. They allow students to discover new ways to think about familiar topics or solve problems. For instance, they might learn about printing and bookbinding from an art professor, about American folksongs from a member of the music faculty, or about morality in political speeches from a professor of political science.
Freshman Seminars are offered each term and are elective credits. They are listed in the Student Handbook and in the Class Schedule.

Scheduling Procedures
Each fall, the Freshman Seminar Call for Proposals is sent to all teaching faculty. Participating faculty may request a specific term, meeting days and time. The First-Year Programs staff is responsible for the coordination of information in the Class Schedule for each seminar.

Enrollment is limited to undergraduate students in their first year of university study. Seats are released incrementally throughout IntroDUCKtion and Week of Welcome registration periods. Students can sign up for them on DuckWeb. First-year students who have just graduated from high school, but have achieved sophomore status due to AP or other credits may contact First-Year Programs to sign up for Freshman Seminars.

Please contact First-Year Programs with any questions or concerns.
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Also, visit our website for more information.
http://firstyear.uoregon.edu