# QC English MA Program
# Fall 2019 Announcements

## CALENDAR

The Fall 2019 semester begins on **Tuesday, August 27**. You can find the academic calendar with important dates and deadlines at http://www.qc.cuny.edu/pages/calendar.aspx.

The last day to DROP classes for a 100% tuition refund is **Monday, August 26**. The last day to ADD classes is **Monday, September 2**.

## OFFICE HOURS

> Prof. Caroline Hong, Director of Graduate Studies (English MA)
> Office: Klapper Hall 604
> Email: caroline.hong@qc.cuny.edu
> Fall 2019 office hours: Wednesdays 2:30–4:30pm, and by appointment

> Prof. Bill Orchard, Assistant Director of Graduate Studies
> Office: Klapper Hall 637
> Email: worchard@qc.cuny.edu
> Fall 2019 office hours: Tuesdays 4:00–6:00pm, and by appointment

We recommend scheduling an appointment ahead of time if possible, even during regular office hours. Walk-ins are always welcome, but students with appointments have priority. Email is the quickest way to reach us.

For routine inquiries (e.g., for faculty contact info and office hours), please consult the English Department website at http://english.qc.cuny.edu/ or contact the English Department Office (Klapper Hall 607, 718-997-4600, english@qc.cuny.edu).

## CHECK (AND DOUBLE-CHECK) YOUR SCHEDULE

Before the semester begins, please take a moment to log-in to your CUNYfirst account and check that you're registered for your courses. Every semester, one or two students belatedly discover that they're not registered for courses when they thought they were, or that their registration has been canceled by the Bursar's office. It's much easier to sort out the bureaucratic tangle if issues are caught early and before the start of the semester.

Then, in the first week of classes, double-check your schedule again to confirm class times and classrooms. Occasionally classroom assignments can change right before classes begin.

## ADDING A COURSE / REQUESTING AN OVERTALLY

If you're looking to add a course, there are still several with open seats, including ENGL 719 on Multilingual Anglo-Saxon England with Prof. Michael Sargent (class code 27930); ENGL 781-01 on Global Arab Lit with Prof. Ala Alryyes (code 27940); ENGL 781-02 on Urban Drama with Prof. Hillary Miller (code 27941); ENGL 781-03 on Digital Rhetoric with Prof. Marco Navarro (code 27943); and ENGL 781-04 on Central America with Prof. Bill Orchard (code 27944). Course descriptions are available on the English Department website at http://english.qc.cuny.edu/graduate-programs/current-graduate-courses/. Please confirm current availability by checking the Schedule of Classes on CUNYfirst.

If you wish to overtally into a class that is already closed, please email the course instructor and ask for their permission to overtally and/or to be placed on the course waiting list. Keep in mind that instructors have no obligation to overtally you into classes once they're full and that all instructor decisions are final.

## QC HUB

The QC Hub is a centralized location where you can get answers to questions or resolve any issues related to financial aid, registration, student records, and other bureaucratic matters. The QC Hub is located in the Dining Hall, room 128. To make an appointment and find their hours and other info, see https://www.qc.cuny.edu/studentlife/services/qchub/Pages/default.aspx.

## QCARD

If you haven't yet obtained a QCard, please do so ASAP. You can no longer enter the library or other secure locations on campus without a QCard. For more info, see http://www.qc.cuny.edu/StudentLife/services/online/qcard/Pages/default.aspx.