Welcome!

- Introductions
- Welcome from our Interim Chair – Dr. Jackie Burns
- Welcome from our Graduate Coordinator – Dr. Eduardo Vallejos
- Computer Information – Dennis Brown
- UF Gator Citrus Club
- Organic and Sustainable Agriculture Club
- Important information – Curtis Smyder
Important Info., Registration and Forms

Curtis Smyder
Academic Advisor II
Introduction

- Welcome!
- UF ID Card
- Parking
- Student Information
- Gatorlink
- Registration/Courses
- Forms
- General Information
- Health Insurance
- Assistantships/Waivers
- Questions and Answers
UF ID Card

- Important!
  - Sporting events
  - Gym
  - Bus services

http://www.gator1.ufl.edu/

GATOR 1 CARD

GATOR 1 CARD
Banking
FAQs
Locations & Hours
Lost Your Gator 1 Card?
Manage Gator 1 Card Accounts
Which Gator 1 Card Suits You?

GATOR DINING
MAIL SERVICES
PASSPORT SERVICES
PRINT SHOP
UF BOOKSTORE
UF CATERING
VENDING

Gator 1 Card Procedures

Due to Covid-19 Pandemic, all Gator 1 Card requests for students are required to be submitted through the Distance Gator 1 Card Application Site. The issuance process for a Gator 1 Card can be expedited once an online Zoom interview has been scheduled. In lieu of the Zoom interview, students are welcome to visit the Gator 1 Card Office in person for processing to obtain their Gator 1 Card by the next business day. Also, Electronic Staff/Faculty Authorization submissions are required for all UF Employees, Departmental Associates, Affiliates, and Visitors.

In order to maintain a safe environment, photo capturing is restricted in the Gator 1 Card office at this time. Images submitted online/electronically will be used to process Gator 1 Cards. We are located on the Mezzanine Level of the Bookstore and Welcome Center adjacent to the Ritz Union.

In order to obtain a card, an official picture identification is required (Driver's License or Passport) and UFID number is needed. The cost is $15.00.

Students
Parking

- You will need a Commuter Decal
- Parking on campus
  - [http://www.parking.ufl.edu/](http://www.parking.ufl.edu/)
  - Parking Map: [https://taps.ufl.edu/parking-info/parking-map/](https://taps.ufl.edu/parking-info/parking-map/)
- Bus services
Gatorlink

- An GatorLink email account is required and important to receive UF and department messages
- Make sure to send me your GatorLink email address
Student Information

- On-stop source for student information: UF Student Self Service:  https://one.uf.edu/
- UF Student Self Services contains deadlines, course schedules, financial aid, etc.
- You can search for classes via https://one.uf.edu/
- There is a link to the Schedule of Courses at the Registrar’s website as well: https://registrar.ufl.edu/soc/
UF Health COVID-19 Screening

Smyder, Curtis R

Return to Campus status:

**CLEARED**

Effective: 6/18/2020

**Screening**

Last Screening Completed: 1/11/2021

-to-do

Please complete the screening process and schedule a test, if appropriate.

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Campus Finances (Bursar)

Account Balance: $0.00

- View My Account
- Make a Payment
In accordance with CDC Guidelines and UF Health guidance, all seating in face to face classrooms will be physically distanced, dramatically reducing class capacities.

Get started

To view courses within a particular field of study, select from the filter menu and press "Search".

Courses can be filtered based upon any of the available criteria.
THE OFFICE OF THE UNIVERSITY REGISTRAR

OUR OFFICE

provides responsive, considerate and knowledgeable service, ensures adherence to academic policy, creates, safeguards and preserves academic records, collects and analyzes critical data and promotes collaborative, informed enrollment management decisions and creative technology-based solutions.
Registration

- How it works
  - Course Numbers
  - Section Numbers
- What I do
  - Departmentally controlled courses
  - i.e. research hours, special topics, independent study
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOS6331</td>
<td>Postharvest Biology</td>
</tr>
</tbody>
</table>

- Physiological, biochemical, and molecular aspects of senescence, attention to the storage and quality maintenance of harvested Prereq: BOT 3503 and BOT 5505C or equivalents.

**Class Number: 25496**
Department: Horticultural Sciences

**Instructors:**
- Tie Liu
- Mark Ritenour
- Steven Sargent
- Jeffrey Brecht

**Online (100%)**
M,W | Period 5-6 (11:45 AM - 1:40 PM)

- Gen Ed: No
- Writing: Not Eligible
- EEP: No
- Credits: 3
- Quest: No
- Final Exam: 4/30/2021 @ 7:30 AM - 9:30 AM

**Class Number:** Departmentally Controlled
Department: Horticultural Sciences

**Instructors:**
- Tie Liu
- Mark Ritenour
- Steven Sargent
- Jeffrey Brecht

**Online (100%)**
M,W | Period 5-6 (11:45 AM - 1:40 PM)

**Note section # is Dept. Controlled**
Registration, cont’d

- Credit requirements
  - Assistantship:
    - 9 credits Fall and Spring
    - 6 credits Summer

- Course selection
  - Advisor
  - Committee
  - Graduate Coordinator
Required Courses

- 12 credit hours of formal course work required in your major
  - HOS and courses listed in the graduate catalog under Horticulture

- Required Courses
  - HOS 6934 - Professional Seminar Preparation
  - HOS 6932 – Proposal Preparation
  - HOS 4304/6932 - Horticultural Physiology
  - STA 6093/ALS6093-Introduction to Applied Statistics
Forms

- Supervisory Committee
- Program of Study
- Admission to Candidacy (PhD)
- Final Exam Form
- IDP Individual Development Plan
Forms-Supervisory Committee

- What is it?
  - Committee is formed to serve as a guide for your research and program of study

- What if I change my mind?
  - Changes can be made to your committee up until the semester in which you graduate
Forms-Supervisory Committee cont.

- Ph.D: Minimum 4 members total, 2 members must be within the HOS Graduate Faculty and 1 member must be outside the HOS Graduate Faculty, one member must be from the minor department, if there is a minor declared

- Masters: Minimum 2 members total, 1 member must be within the HOS Graduate Faculty and one member must be from the minor department, if there is a minor declared

- Minors require 12-24 credits of courses at the 5000 level or higher
How do I form my committee

- Meet with your advisor first, before contacting potential committee members
- Identify professors with your same research interests
- Get to know the faculty members

Procedures

- Send me an email with the names of the members of the committee
Program of Study Form

- What is it?
  - Course work for the length of your study

- How is it done?
  - Email me and I’ll send you the form. Set committee meeting to discuss your courses
  - After your program of study has been decided and the form filled out, turn the form to me with all signatures

- What if I change my mind?
  - Changes are easily made with a letter from your advisor
Horticultural Sciences Department
Program of Study

<table>
<thead>
<tr>
<th>Course Prefix and Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Grade</th>
<th>Semester Completed</th>
<th>Institution</th>
</tr>
</thead>
</table>

Major Courses: List all HOS courses

- HOS prefixed courses or those listed in the catalog under Horticulture
All other course work

Minor Courses: (if applicable)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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Foundation and Supporting List all non- HOS courses

<table>
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<tr>
<th>Course</th>
<th>Credit</th>
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The above program has been approved.

Committee Chair: ___________ Date: __________

Co-Chair: ___________ Date: __________

Please sign in the space provided and print your name below it:

Committee Members: ___________ ___________ ___________ ___________

Graduate Coordinator: ___________

Graduate Student: ___________
The program of study must be completed by your second semester!

*Failure to meet this deadline will result on a hold on your record*
Final Exam Forms
- Needed for final exam/defense

Procedures:
- Stop by my office and I will print it out for you
Forms-Individual Development Plan

- All Ph.D. Students are required to create an Individual Development Plan.
- The document will be updated by the student each year.
- The IDP is intended to be a working document, to guide new and continuing Ph.D. students in identifying, pursuing, and meeting their professional and personal goals.
Forms-Individual Development Plan

- Link to IDP form for first year: http://graduateschool.ufl.edu/media/graduate-school/images[IDP-Year-1-Template---Final.docx
- Link to the IDP form for years 2-4: http://graduateschool.ufl.edu/media/graduate-school/images[IDP-Year-2-4-Template---Final.docx
Adademic Milestones

- **Academic Milestones** – Please review the Horticultural Sciences Department Procedures and Regulations and keep track of the Academic Milestones for the degree you are pursuing.

- [https://hos.ifas.ufl.edu/media/hosifasufledu/documents/pdf/HOS-Graduate-Procedures-and-Regulations.pdf](https://hos.ifas.ufl.edu/media/hosifasufledu/documents/pdf/HOS-Graduate-Procedures-and-Regulations.pdf)

- Failure to meet these deadlines will result in a registration hold being placed on your record!
Deadlines- UF

Where do I find them? Bookmark these links.

- [https://catalog.ufl.edu/UGRD/dates-deadlines/2020-2021/#spring21text](https://catalog.ufl.edu/UGRD/dates-deadlines/2020-2021/#spring21text)
- [https://catalog.ufl.edu/graduate/calendar/](https://catalog.ufl.edu/graduate/calendar/)

These are **YOUR** responsibilities

Current Deadlines for the Spring 2021 Semester:

Fees for those on assistantship or fellowship are due March 19, 2021 by 3:30pm.
General Information

- Desk Assignments
  - Please contact me if you need a desk assigned and I’ll assign you one as soon as possible.
  - Please review desk policy
  - Keys for graduate student offices and labs can be obtained from the Chair’s office.
- Checks are automatically deposited into your bank account via direct deposit.
Tuition Waivers

- Are currently being entered. Those students on assistantship or fellowship have an automatic fee deferment until March 19, 2021.

- See this link for the fee deferment dates:
  http://www.fa.ufl.edu/bursar/critical-dates/
Tuition Waivers

- If you want to pay early contact University Financial Services or visit this [http://www.fa.ufl.edu/bursar/current-students/payments/](http://www.fa.ufl.edu/bursar/current-students/payments/)

- If you have any questions about your waiver, please come see me.
Questions/Assistance

- Advisor
- Curtis Smyder, Academic Support Services Coordinator
- Dr. Vallejos, Graduate Coordinator
Any Questions?