Welcome!

- Introductions
- Welcome from our Interim Chair – Dr. Christine Chase
- Welcome from our Graduate Coordinator- Dr. Eduardo Vallejos
- Computer Information-Dennis Brown
- Important information-Curtis Smyder
- Horticultural Sciences Club
- UF Gator Citrus Club
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/
Parking

- You will need a Commuter Decal
- Parking on campus
  - [http://www.parking.ufl.edu/](http://www.parking.ufl.edu/)
  - Parking Map: [http://parking.ufl.edu/parking-at-uf/parking-map/](http://parking.ufl.edu/parking-at-uf/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

- 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/
SPECIAL ANNOUNCEMENTS

- Information on the Civic Literacy Requirement can be found here.

FALL 2018

- November 19: Drop deadline, W assigned to individual course(s). Drops of individual courses must be approved by the student's college (11:59 p.m.)
- November 19: Withdrawal deadline, W assigned to all Fall courses (11:59 p.m.)
- November 20-December 7: Faculty course evaluation period
- December 5: Drop or add a course after the drop/withdrawal deadline. Students must petition their college with appropriate documentation for approval to drop or add after the deadline
- December 5: Withdraw from all Fall courses after the drop/withdrawal deadline. Students must petition their college with appropriate documentation for approval to withdraw from all courses after the deadline
- December 5: Classes end
- December 5: Honors theses due to college advising offices
- December 6-7: Reading days. No classes
- December 8-14: Final Exams
- Dates and deadlines: Undergraduate and Graduate
- Information for Veterans or their spouse/dependents

SPRING 2019

- October 29 - January 3: Advance registration, at or after assigned start time
- January 4: Regular registration ($100 late fee after 11:59 p.m. deadline)
- January 7: Classes begin
- January 7 - 11: Drop/Add, at or after assigned start time (11:59 p.m. of last day)
- January 7 - 11: Late registration (11:59 p.m. of last day)
SCHEDULE OF COURSES

FALL 2018
- Registration Dates
- Course Listings - Search
- Gen Ed Courses
- Web Courses
- UF Online Courses
  (Limited to UF Online Students)
- Writing Requirement
- During Term Exam
- Final Exam Schedule

SPRING 2019
- Registration Dates
- Course Listings - Search
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SUMMER 2019
- A/C Registration Dates
- B Registration Dates
- Schedule will be available February 22nd
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>
<th>Note section # is Dept. Controlled</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOS5242</td>
<td>Genetics Breeding Veg</td>
<td>Dept. Controlled</td>
</tr>
<tr>
<td>HOS5330</td>
<td>Postharvest Technol</td>
<td></td>
</tr>
<tr>
<td>HOS5331</td>
<td>Postharvest Biology</td>
<td></td>
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<tr>
<td>HOS6412</td>
<td>Nutr of Hort Plants</td>
<td></td>
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<tr>
<td></td>
<td>Physiological, biochemical and environmental factors influencing nutritional status of plants. The importance of plant nutrition in production and quality. Offered odd numbered years in spring. Pre Req: BOT 5553 and HOS 4594 or equivalent.</td>
<td>Dept. Controlled</td>
</tr>
<tr>
<td>Class Number</td>
<td>22549</td>
<td></td>
</tr>
<tr>
<td>Instructor</td>
<td>Gerardo Nunez Villegas</td>
<td></td>
</tr>
<tr>
<td>Gen Ed. No.</td>
<td>Writing: Not Eligible</td>
<td></td>
</tr>
<tr>
<td>Credits</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Final Exam</td>
<td>4/30/2019 @ 10:00 AM - 12:00 PM</td>
<td></td>
</tr>
<tr>
<td>Room</td>
<td>2FIF 2316</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HOS6905 - Probs in Hort Sci</td>
<td></td>
</tr>
<tr>
<td>Class Number</td>
<td>Departmentally Controlled</td>
<td></td>
</tr>
<tr>
<td>Section Title</td>
<td>Probs In Hort Sci</td>
<td></td>
</tr>
<tr>
<td>Instructor</td>
<td>STAFF</td>
<td></td>
</tr>
<tr>
<td>Gen Ed. No.</td>
<td>Writing: Not Eligible</td>
<td></td>
</tr>
<tr>
<td>Credits</td>
<td>VAR</td>
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<tr>
<td>Final Exam</td>
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</tbody>
</table>
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
  - Seminar Preparation (Fall) HOS 6934-Williamson
  - Seminar (Spring) HOS 6931-Chase
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 3 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.
Forms-Supervisory Committee cont.

- 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

Student name

Degree Program

- M.S. Thesis
- M.S. Non-thesis
- PhD.
<p>| | | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Minor Courses:</strong></td>
<td></td>
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<tr>
<td><strong>Foundation and Supporting List all non-HOS courses</strong></td>
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</tbody>
</table>

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 our for you
Forms-Individual Development Plan

- All Ph.D. Students are now 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
Deadlines - Departmental

- Project proposals - Due by the end of your 2nd term for both M.S. students and Ph.D. students.
- Admission to Candidacy (Ph.D.)
  - By the end of two years
- 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.
- www.student.ufl.edu
- http://gradcatalog.ufl.edu/content.php?catoid=12&navoid=2755

These are YOUR responsibilities

Current Deadlines for the Spring 2019 Semester:

Fees for those on assistantship or fellowship are due March 15, 2019 by 3:30pm.
General Information

- **Desk Assignments**
  - If you don’t have a desk assigned yet, please see me 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 15, 2019.

- 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?