

From the Benjamin Franklin College Dean's Office



Dear Franklinites,

Some of you have had occasion in recent days to ask about Dean's Extensions. For the benefit of you all, I will pass along a quick guide explaining when it's appropriate to ask for a Dean's Extension, so please save this email for future reference.

First, you need to get a Dean's Extension only when your instructor asks for one. That means, you do not have to request a Dean's Extension if your instructor has already agreed to allow you to hand in work late. However, there may be instances where you are asked to obtain a Dean's Extension for purposes by which I cannot grant one. For instance, if you tell an instructor that you're going to miss a test because, say, your kid sister is competing in the US Open, and the instructor responds by saying: "No problem. Just bring me a Dean's Extension." Unfortunately, that request will not be granted (though I'd join in your excitement) because it falls outside of the scope of Dean's Extensions, and I'll outline the categories for extensions below.

Before I list when Dean's Extensions will be granted, here's where they *won't*:

Absences:

Dean's Extensions revise coursework deadlines or test dates in certain, narrowly defined circumstances. In some cases, your instructor will ask you to get an excuse to cover an absence, for example a language class where attendance counts towards your grade. This is usually a scenario where you must work out directly with your instructor how and/or if your absence will affect your grade (and it very well may). In this situation, there is absolutely no role for a Dean's Extension. If your instructor has questions about this policy, you should refer them to the YCPS and me.

Work overload:

It's bound to happen, because you're a Yalie: you're going to get swamped with work, especially during midterm and the end of the semester. Again, there's no role for a Dean's Extension here. If you haven't done so already, you need to start planning for peaks in your workload now. Good tip: plot all your course syllabi on a single calendar. If reviewing the result completely freaks you out, come see me.

Extracurricular activities (including job and fellowship interviews):

Snag a lead role in a Drama show? Pressed into bitter servitude by an acapella group? Going to a medical school, job, or internship interview? Tremendous! You can ask your instructor for an extension for late work, but not me: a Dean's Extension cannot be offered for such reasons.

Okay, so when do you come to see me for a Dean's Extension?

There are five situations:

1. DEATH IN THE FAMILY: Contact your instructor and see me immediately.
 2. INCAPACITATING ILLNESS or INCAPACITATING CONDITION: By definition, an incapacitating illness requires immediate medical attention. Your health should be your first priority, not your schoolwork. After you've seen someone at Yale Health, come see me as soon as possible to reschedule the work you missed. Timeliness matters: I want to hear from you as soon as you are reasonably able.
 3. A COMPARABLE EMERGENCY: Specifically, an emergency comparable to either the death of a family member or an incapacitating illness. Aunt Betty's birthday? No. Computer crash? No. Job interview? Unfortunately, no.
 4. VARSITY COMPETITION REQUIRING TRAVEL FROM CAMPUS: If you are a varsity athlete who is expected to represent Yale at a competition and you have to miss a test or deadline because of it, please be in touch well in advance of the event.
 5. OBSERVANCE OF RELIGIOUS HOLY DAYS: If you have to take a test or hand in work on a religious holy day, please be in touch.
- One last bit of information. Instructors can grant extensions any time during the term on their own authority, but **everything changes at the end of the term**. I'll send you more information about such situations later on.

I hope you will have minimal need for a Dean's Extension, but if you do, now you know how they work.

-Dean Rencher

Fill out the request for a Dean's Extension [here](#).

CALENDAR AT A GLANCE

Sept. T Add/drop period ends, 5:00 p.m.
10

Sept. T All students planning to complete degree requirements at the end of the fall term must file a
10 petition by this date.

Sept. T Students in their final term of enrollment must petition to complete the requirements of two
10 majors by this date.

Sept. W Withdrawal from Yale College on or before this date entitles a student to a full rebate of fall-
11 term tuition (Undergraduate Regulations).

Sept. W Final deadline to apply for fall-term Leave of Absence.
11

Sept. Th Last day to withdraw from a course offered in the first half of the fall term without the
19 course appearing on the transcript.

Sept. S Withdrawal from Yale College on or before this date entitles a student to a rebate of one-half
21 of fall-term tuition. See Undergraduate Regulations.

Oct. 1 T Applications for spring 2025 Term Abroad close, 11:59 p.m.

Oct. F Last day of courses offered in the first half of the fall term.
11

Oct. F Last day to withdraw from a course offered in the first half of the fall term.
11

Oct. F Last day to convert from a letter grade to the Cr/D/F option in a course offered in the first
11 half of the fall term.

Oct. M Courses offered in the second half of the fall term begin.
14

Oct. T October recess begins after last academic obligation.
15

Oct. M Classes resume.
21

Oct. F Midterm.
25

Resident Writing Tutor

The Benjamin Franklin Writing Tutor is Mandy McCarthy. Her office is in Room 24, LL near Stairwell/Entry A. Hours are: Sundays, 1:00pm - 5:00pm

*except Saturday Sep 7th & Saturday October 5th, same hours, same location, but on Saturday instead of Sunday

Tuesdays, 6:00pm - 7:30pm Zoom

Thursdays, 6:00pm - 7:30pm Zoom

To sign up for an appointment go to <https://www.yalewco.com> or email amanda.mccarthy@yale.edu.

Yale Tutoring Resources:

Writing Center/Tutors/Partners: [Writing Tutoring and Programs | Porvoo Center for Teaching and Learning \(yale.edu\)](#)

Sc/QR Tutoring: [Small-Group and 1-1 Tutoring | Poorvu Center for Teaching and Learning \(yale.edu\)](#)

Language Tutoring: [Center for Language Study | Poorvu Center for Teaching and Learning \(yale.edu\)](#)

Academic Strategies: [Academic Strategies Program | Poorvu Center for Teaching and Learning \(yale.edu\)](#)

Advising Resources: [Welcome | Advising Resources \(yale.edu\)](#)

Yale Academic Strategies Program/Office of Educational Opportunity

https://yaleconnect.yale.edu/PoorvuAcademicStrategies/club_signup

<https://poorvucenter.yale.edu/academic-strategies-program>

Our mission is to help all Yale undergraduates be active, empowered learners at Yale. Through peer academic mentoring, interactive workshops, and connections to resources, we hope to provide you with the tools that can propel you towards your goals.

STEM Navigators: Want to learn the best practices for succeeding in introductory STEM Courses? Join STEM Navigators, a mentoring network that provides you with information, events, and support to guide you through these crucial first courses. Sign up via this link: [STEM Navigators sign up](#)

Disability Peer Mentorship Program

This program matches students with disabilities with peer mentors who have similar experiences navigating academic life at Yale for individual mentoring. Students can request a mentor via this form: [Disability Peer Mentor Request](#). First-year students can also request mentorship and guidance about Student Accessibility Resources through the [SAS Peer Liaison Program](#).

Meet with our Learning Specialist

Have a learning difference or other condition that affects how you accomplish your academic work? We can talk with you about new approaches for meeting Yale's academic challenges. Contact Geoffrey Canales (geoffrey.canales@yale.edu) for an appointment.

Individual Mentoring

Get organized for the semester by meeting with an [Academic Strategies Mentor](#). Mentors will help you develop a weekly study routine, offer strategies for approaching complicated readings and p-sets, and help you develop a plan for prepping for those first exams. Our online mentoring schedule is live. If you'd like to schedule a meeting before then, please email us at academicstrategies@yale.edu.

WORKSHOPS

Our famous workshop sessions are available in person and online! Register via the YaleConnect links below. FYI: Poorvu CTL M104A is upstairs from the York Street Entrance to Sterling Memorial Library. Poorvu CTL 120 A, B, C, and 121 are the classrooms on the first floor. Questions? Contact us at academicstrategies@yale.edu.

Essentials for First-Years: Optimize Your Reading (Choose 1)

[Tuesday, Sept. 3, 4-5 pm, Poorvu CTL 120A](#)

[Wednesday, Sept. 4, 4-5 pm, Poorvu CTL 118A](#)

[Thursday, Sept. 5, 2:30-3:30 pm, Poorvu CTL 120A](#)

[Friday, Sept. 6, 1-2 pm, Poorvu CTL 120B](#)

STEM Navigators Ice Cream Social

[Tuesday 9/3 at 5:00 pm, Cross Campus](#)

Join our STEM Navigator mentors as you eat Ashley's Ice Cream and learn about the ways STEM Navigators can help you find your pathway through STEM.

Optimize Your Reading

[Tuesday, Sept. 3, 7-8pm, Poorvu CTL M104A](#)

Learn general strategies for effectively reading texts for any Yale class. Learn how to preview a text, effectively interact with the text while reading, and review your reading for class, essay, or exam preparation.

Organize Your Time

[Tuesday, Sept. 3, 8-9 pm, Online](#)

This interactive workshop offers evidence-based strategies for time management and the opportunity to start figuring out what will work best for YOU. You will not only learn about ways to make the most out of your time, but also do some actual work toward your own scheduling and planning needs.

Fresh Start

[Wednesday, Sept. 4, 4-5 pm, Poorvu CTL M104A](#)

Want to refresh your approaches to your academic work? Our mentors will lead you through a series of activities to help you identify your current strengths and develop new strategies for meeting the new challenges presented by your current semester's courses.

FGLI Welcome Dinner (Choose 1)

[Wednesday, Sept. 4, 5-6 pm, SML Lecture Hall](#)

[Wednesday, Sept. 4, 6-7 pm, SML Lecture Hall](#)

Join our FGLI Community to eat great food and make new friends.

Getting the Most out of Language Classes

[Wednesday, Sept. 4, 7-8 pm, M104A](#)

Learn the daily habits and mindsets that can help you succeed in learning a language at Yale. This workshop offers suggestions for study strategies and approaches that support this process.

Managing a Heavy Reading Load

[Wednesday, Sept. 4, 8-9 pm, Online](#)

Feeling overwhelmed by piles of reading? Learn some essential strategies to make the most of your limited reading time. Have less stress and create more free time!

STEM Navigators: How to Succeed in Intro CS

[Thursday, Sept. 5, 4-5 pm, Poorvu CTL 120C](#)

Are you taking CS50, or other intro CS courses? Want to know how to do well in CS at Yale? Come hear from students who have taken & succeeded in these courses and their major! They will share their insights on how you can tackle the courses when it comes to p-sets, exams, and more.

Strategic Planning for Your Senior Thesis

[Thursday, Sept. 5, 4-5 pm, Poorvu CTL M104A](#)

This workshop offers you foundational strategies for researching, working with resources, and writing, your senior thesis. This workshop is a good complement to the Academic Strategies Senior Thesis Power Hours.

Pathways for First Years

[Thursday, Sept. 5, 7-8 pm, Poorvu CTL M104A](#)

First years get a lot of advice from a wide variety of sources. But what do you really want to get out of your first year? This interactive workshop helps students identify goals and sources of satisfaction, and it offers strategies for avoiding common pitfalls like overextension and burn out.

Strategies for Intro Math

[Thursday, Sept. 5, 7-8 pm, Poorvu CTL 118A](#)

Learn strategies for efficiently working on intro math problem sets and key strategies for studying for exams.

Getting the Most Out of Your Seminars & Lectures

[Thursday, Sept. 5, 8-9 pm, Online](#)

Seminars & lectures are learning opportunities! At this workshop, you will learn about what distinguishes the learning process in a lecture vs. a seminar, and how to strategize for those different processes. We will be talking about how to engage in the classroom, how to take notes effectively, and how to prepare for exams, assignments, and final projects.

FGLI Feel Good Fridays

[Friday, Sept. 6, 3-5 pm, Poorvu CTL 121](#)

Unwind and recharge at our weekly Feel Good Fridays! Drop in for a laid-back afternoon of board games, crafts, and connections with fellow FGLI students. Whether you want to relax or chat with FGLI mentors, this is your space to build community and take a well-deserved break.

STEM Navigators: How to Succeed in Gen Chem

[Friday, Sept. 6, 4-5 pm, Poorvu CTL 120C](#)

Are you taking general chemistry? Wondering how you can begin to tackle the coursework and lab? Come hear from students who succeeded in the course to know what works best and what to avoid when approaching general chemistry & lab at Yale.

STEM Navigators Study Hall

[Sunday, Sept. 8, 2-5 pm, Poorvu CTL 120A](#)

Snacks? While studying and meeting peers? Come complete your p-sets, study, and meet your peers in your STEM courses. Snacks and peer mentors are here to help you with any questions about majors, summer opportunities, or classes to take in the future! (Note: this is studying together—not tutoring! See your Canvas course pages for tutoring resources).

How to Study on a Bus—for Student Athletes & Others who Travel Frequently

[Sunday, Sept. 8, 3-4 pm, Poorvu CTL M104A](#)

Learn strategies for studying and managing your time as you navigate your academic, athletic, and other commitments.

9/2-9/4 Workshops

**Essentials for First-Years 1:
Optimize Your Reading**

9/3 @ 4PM | 9/4 @ 4PM

**STEM Navigators:
Ice Cream Social Kickoff**

9/3 @ 5PM

Optimize Your Reading

9/3 @ 7PM

Organize Your Time

9/3 @ 8PM

Fresh Start

9/4 @ 4PM

**Getting The Most Out
of Language Classes**

9/4 @ 7PM

**Managing a Heavy
Reading Load**

9/4 @ 8PM



9/5-9/6 Workshops

**Essentials for First-Years 1:
Optimize Your Reading**

9/5 @ 2:30PM | 9/6 @ 1PM

**STEM Navigators:
How to Succeed in Intro CS**

9/5 @ 4PM

Strategies for Intro Math

9/5 @ 7PM

Strategic Planning for Your Senior Thesis

9/5 @ 4PM

Pathways for First-Years

9/5 @ 7PM

**Get the Most Out of Your
Seminars and Lectures**

9/5 @ 8PM

**STEM Navigators:
How to Succeed in Gen Chem**

9/6 @ 4PM

**FGLI Thrive:
Feel Good Fridays**

9/6 @ 3PM



Library workshops and events for the week of 9/2/2024

LET'S FIND BOOKS | Online

- Tuesday, September 3 at 5:30pm | Register: <https://schedule.yale.edu/event/12998456>
- Wednesday, September 4 at 7:00pm | Register: <https://schedule.yale.edu/event/12998713>

Save a trip to the bookstore by learning how to optimize Quicksearch to find books (including e-books and audiobooks). Bring your course syllabus!

BUTTON MAKING WITH BOOK COVERS | Bass Library

- Tuesday, September 3 at 8:00pm | Learn more: <https://schedule.yale.edu/event/13010881>

Take a break and learn how to hand-press 1" buttons using images from the library's discarded book covers.

FIRST STEPS WITH ZOTERO | Online

- Wednesday, September 4 at 8:00pm | Register: <https://schedule.yale.edu/event/12998737>

Learn how to manage your research, take notes, and create a bibliography with Zotero. Yale users can create a free account with unlimited storage!

LIBRARY TOURS

Sterling Memorial Library

- Friday, September 6 at 2:00pm | Register: <https://schedule.yale.edu/event/12469468>

Attendees learn about library services for students, staff, and faculty, as well as about Sterling Memorial Library's history, architecture, and collections.

Marx Science & Social Science Library

- Friday, September 6 at 2:30pm | More info: <https://schedule.yale.edu/calendar/instruction/Marxtoursept>

Attendees will learn about borrowing privileges, research support, how to work with a librarian to support your research, and more.

Upcoming Yale Library Workshops & Events

Let's Find Books
for Class



First Steps
with Zotero



Yale
Library

Attend 3
workshops and
get a FREE
Yale Library
tote bag!

How to Find
Scholarly Articles



Yale University Library
schedule.yale.edu/calendar/instruction





Apply for ymun Taiwan!



- join a tight-knit team
- travel to Taiwan together over spring break
- meet and work with high schoolers from the other side of the world

INFO SESSION: Sunday September 8th, 1PM. Location TBA.

APPLICATION DEADLINE: Thursday September 12th midnight.



Apply to Yale Model United Nations Taiwan XI! We organize a beginner-focused Model UN conference for high school students in Taipei. (You get a free trip to Taiwan over spring break!)

Come to our info session on Sunday, September 8th at 1 PM (RSVP [here](#) to receive the location) or check out our website (ymunt.org) for more information. Applications are due September 12th and can be accessed at bit.ly/applyymuntxi.

Please contact secgen@ymunt.org if you have any questions!"

Yale Degree Audit

Yale Degree Audit is a web-based tool that calculates and displays how an individual student's courses may count toward the requirements for the bachelor's degree. The degree audit enables students to monitor their own progress toward the completion of degree requirements. It also helps students, and their advisers discuss course selection for current and future terms more meaningfully by clarifying what requirements the student still needs to complete. Currently, major requirements are not included in the audit. Log into [Yale Hub](#) to pull up your audit.

Unlike a transcript, your degree audit is an unofficial document provided for your information and convenience. The audit serves as a tool to provide you with helpful and timely information when you are planning your course schedule, discussing your schedule with your adviser, and reviewing your progress toward completing the requirements for the bachelor's degree. Your degree audit is **not** an official academic transcript.

Yale Degree Audit will help you:

- Determine what requirements you need to fulfill in order to complete your bachelor's degree.
- View a list of all courses in which you have enrolled and the distributional designations each course carries.
- View individual course grades and cumulative grade-point average (GPA)