Course changes and other updates will be posted on the Darden Registrar’s website before drop/add begins at 9:00 AM on August 19. Updates will be posted as they become available.

A current summary of changes in course offerings from preregistration is provided at the end of this document.

Overview

Second-Year Darden students will use a web-based system to drop/add courses, available beginning August 19 at 9:00 AM (Eastern Daylight Time). At that time, students will be able to drop any of the courses in which they are currently enrolled and add courses in which they are not currently enrolled, subject to course availability. The system will be a real-time system; i.e., drop/add requests will be processed as they are received. Thus, your request to add a specific course will depend on that course’s availability at the time you make your request. Since students will be able to drop/add courses continuously once the system goes on-line, the availability of any course is likely to fluctuate until the drop/add period for that course ends (see below for dates on which drop/add ends for each course). Drop/Add deadlines are also posted on the bottom of the SY Calendar.

Specific instructions on how to execute transactions—drops, adds, and swaps (adding a course and dropping another course simultaneously)—are available on the Darden Registrar’s website under the SY Class of 2016 Drop/Add Information section, How to Drop/Add.

How Do I Access the System?

Option I:

1. To access Drop/Add, use the following link:

2. At the Darden Login screen enter your Darden credentials.

   Login: JeffersonT16
   Password: **********
3. Click on **Modify Course Schedule**

4. Click on **View Courses** (make your course changes)

The drop/add system has a 20 minute inactivity limit for an individual connection after which time a new login is required.

If you are presented with a Windows Authentication login dialog box, enter your Darden credentials.

![User name: DARDEN\JeffersonT16 Password: **********](image)

**Option II:** Use Registrar CMS site [http://www.darden.virginia.edu/web/About/Administration/Registrar/Home/](http://www.darden.virginia.edu/web/About/Administration/Registrar/Home/)
- Student Log-in

**Option III:** Use the Darden Portal [http://mbaportal.darden.virginia.edu/default.aspx](http://mbaportal.darden.virginia.edu/default.aspx)
   - Registrar System Student Login ➔ Modify Course Schedule ➔ View Courses (make your course changes)

*The Darden Portal and the Darden Registrar’s website are currently being updated and may look different before drop/add begins.*

If you have trouble logging into the system, contact the **Computing Service Desk**. If you have problems using the system, contact the **Kitty Smiley**

**Log in now to make sure you have access.**
Where Do I Get Current Course and Schedule Information?

Course descriptions, course rules, second-year course time schedule, current course enrollment figures, the second-year academic calendar, SY course feedback results, and your current individual course schedules are or will be available on the Darden Registrar’s website by August 19 when drop/add goes live.

A summary of changes in course offerings from Preregistration as we know at the present time is provided at the end of this document.

For How Many Credit Hours Can I Enroll?

SY Credit Hours – 30 credit hours are needed in the second year and students will be allowed to enroll in up to 30 credit hours of courses. (60 total credit hours are required for the MBA; 30 FY + 30 SY. The FY experiential course and GBEs taken in the FY count as SY credits.) **This is to ensure that all students have an equal opportunity to fill their schedules before allowing students to sign up for overloads.**

**NOTE:** Students must be enrolled in a minimum of 12 credit hours each semester. (Fall & Spring)

In rare, special circumstances, it may be possible to take more than 30.0 credit hours. It is our experience that students taking an overload have difficulty finding the time and energy required to reap the full benefit of the second-year program. However, there are situations in which a student’s career plans make taking an overload desirable. Therefore, permission to take an overload may be granted on a limited basis to students with both compelling career-oriented reasons and the demonstrated ability to handle a heavier-than-recommended work load.

Students wishing to take more than 30.0 credit hours must secure permission from the MBA Program Committee. The Student Forms section on the Registrar’s website provides more information on how to request a course credit hour overload.

Overload Information

- If an overload is approved, the student is expected to **carry that overload through Graduation.**
- Course overloads are not approved **until after the drop/add deadline.**
- Please recognize that enrolling in more courses than you intend to take - with the intent of dropping one or more of them at a later date - reduces the flexibility of the drop/add process to respond to students’ changing educational priorities. For example, holding on to a spot in a fully subscribed course and dropping it close to its drop/add deadline might prevent someone else, who was unable to enroll in the course previously or whose career plans have changed, from enrolling in that course. Please be sensitive to the potential needs of your classmates by not "hoarding" fully subscribed courses.)
When Does Drop/Add End for a Particular Course?

<table>
<thead>
<tr>
<th>DROP/ADD DEADLINES – 2015-2016</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>QTR 1</td>
<td>August 27 @ 4:30 p.m.</td>
</tr>
<tr>
<td>QTR 2 &amp; GBE’S (March)</td>
<td>October 28 @ 4:30 p.m.</td>
</tr>
<tr>
<td>J-Term</td>
<td>December 8 @ 4:30 p.m.</td>
</tr>
<tr>
<td>QTR 3</td>
<td>January 25 @ 4:30 p.m.</td>
</tr>
<tr>
<td>QTR 4</td>
<td>March 24 @ 4:30 p.m.</td>
</tr>
</tbody>
</table>

NOTE: A “W” (withdrawn) grade may be assigned to your transcript for late drops.

Darden Consulting Projects and Darden Venturing Projects proposal deadlines will be listed on the Darden Projects website. Darden Independent Study courses follow the quarterly drop/add schedule.

Beginning August 19, drop/add is open continuously until the deadlines indicated above. For example, you can drop/add a Quarter 2 course any time from August 19 up until its October 28 deadline. In general, all deadlines are after the first two class sessions of each course. Exceptions include courses that meet late in the day on a deadline—-for which the deadline falls during the second class meeting—and J-Term, Quarter 3 & Quarter 4 one-week courses.

**Global Business Experience Courses (GBE)** - First Year, Second Year, and EMBA students can enroll in GBE courses. Second Year students preregistered for the second year spaces in April 2015. EMBA students will enroll in their allotted number of EMBA spaces during their drop/add period if GBEs don’t create a schedule conflict. First Year students will register for the allotted number of first year spaces in October. If there are spaces available after first year registers and after the second year GBE drop/add deadline, first year and second year students may be eligible for those open spaces.

**GLOBAL BUSINESS EXPERIENCE (GBE) – For more details see** GBE Information

How Do I Get My Course Materials?

Q1 Canvas courses, including the “Course Preview” site, will be published no later than August 17th.

Sessions 1-4 of each course will be available on Canvas only, both within the actual course and the course previews, unless the course has been deemed laptops-down, in which case, you will be provided with handouts to use during class.

Sessions 5-15, in addition to being on Canvas, will be distributed as printed packets to student mailboxes. Q1 paper distribution date is August 31st.

Please be sure to turn on your notifications in Canvas so that you don’t miss updates and changes to course assignments and materials!

Contact Kristie Wood in DCMM at WoodK@darden.virginia.edu with questions.
Summary of Course Changes

- The following course(s) will be ADDED:
  a. NEG 8930, Section E, Negotiations, capacity 52, QTR 3, Wednesdays Only 4:30 pm – 7:40 pm, will be taught by Melissa Thomas-Hunt
  b. EXP 7616, Leadership Ride: Lesson in Leadership – Gettysburg, capacity 40, QTR 2 and will be taught by Gary Gallagher & John Nau. Details are provided at the end of this document.
  c. GBE 8510N, Global Business Experience: India, capacity 16, January one-week, will be taught by Casey Lichtendahl.

- The following courses have CHANGED CAPACITY:
  a. SY-ELEC – 7603, Sections P/Q/R, Valuation in Financial Markets will have a capacity of 60.
  b. STRAT – 8870, Sections A/B/C, Strategy Seminar will have a capacity of 40.
  c. GBE -- 8510G, GBE: Barcelona will have a capacity of 16.

- The following courses have CHANGED:
  a. MKT 8464, Hot Topics in Marketing will move to QTR 4, 11:45 am – 1:10 pm, Late week and will be taught by Marian Moore.
  b. STS 8500HH, STS: Impact Investing will be listed as FIN 8497 Impact Investing (area & title change)
  c. ACC 8465, Management Planning and Control Systems will be QTR 1, Early week, and move to 2:45 pm – 4:10 pm
  d. OPS 8466, Emerging Topics in Technology & Operations Management will be taught by Elliott Weiss.
  e. ENTRE 8230, Growing the Smaller Enterprise will move to QTR 3, Late week, 2:45 pm – 4:10 pm
  f. STRAT 8468, Organic Growth: A Challenge for Public Companies will move to QTR 3, Late Week, 10:00 am. – 11:25 am
  g. FSE 8699 Darden Consulting Projects – Tim Laseter will be the course head.
  h. FSE 8500Z, STS: Character Traits and Success (Sections A/B/C/D) – enrollment will be by application. To apply for the seminar please complete the following application.
  i. MKT 8630, Marketing Analytics (EMBA Section M) – The MBA for Executives course is open to residential MBA students. This course meets on Thursdays, Fridays & Saturdays in October & November. See the MBA for Executives schedule for specific days and times. EMBA Elective Course Schedule
• OTHER CHANGES:
  o Non-Darden Courses

  • PLAC 5430 Land Development Workshop – (School of Architecture) Contact Fred Missel if interested. fmissel@virginia.edu
  • GNUR Introduction to the U.S. Health Care System – (School of Nursing) Contact the School of Nursing Registrar’s Office if interested.
  • LAW 9146 Global Health Law & Policy – (School of Law) Contact the Law School Registrar’s Office if interested.
  • LAW 7740 Under Siege: Boards and Private Equity in Financially Distressed Situations (SC) – (School of Law) Contact the Law School Registrar’s Office if interested or the instructor Peter Kaufman psk@gordiangroup.com

Additional Information and Reminders

• DARDEN CONSULTING OR VENTURING PROJECTS - The Darden Project Office will update their website for this year later this summer. If you have specific questions regarding Venturing Projects contact Philippe Sommer, Consulting Projects contact Tim Laseter, and Administrative questions contact Kathy Shelton.

• SPECIAL APPROVAL ENROLLMENTS – If approvals have been received for SY Coaches, Special Topics Seminars, non-Darden courses, or Darden Independent Study courses, you will be enrolled prior to August 19, if space is available on your schedule.

• COURSE CAPACITIES – Five spaces are saved in most courses for students with special circumstances. Spaces not used will be made available to Darden students before the drop/add deadline for that particular quarter.

• DARDEN COURSE DIRECTORY - The Darden Course Directory shows times, quarters, early/late week, faculty, abstracts and other details regarding course offerings

• REGISTRAR HELPDESK - There will be a Registrar Helpdesk near the student mailboxes during morning coffee August 24-August 27 to help answer drop/add and registration questions.

• CONCENTRATIONS - Faculty are reviewing Concentrations for this year and updates will be posted as they become available. As a reference, you can review the Concentrations - 2014-2015 which are available on the Darden Registrar’s website.
DETAILS FOR:

EXP 7616, Leadership Ride: Lesson in Leadership - Gettysburg (Details)

Through traditional class sessions lead by Gary Gallagher, John L. Nau III Professor in the History of the American Civil War at UVA, and an intensive field experience at the Gettysburg Battlefield, this course will compare leadership styles, systems of authority, and reactions to the ever changing conditions on the battlefield. The evolving strategies, command structures, and battlefield decisions of the Gettysburg struggle contain enduring messages for thinking about our own leadership, teamwork, and decision making, whatever the moment. In visiting the battlefield, we will seek to understand how the Federal and Confederate commanders, both high and low, faced their moments of decision. On our walking tour of the battlefield we will be accompanied by Gary Gallagher.

The schedule:
Session 1: Thurs, Oct. 22 6pm – 7:30pm
Session 2: Thurs, Oct. 29 6pm – 7:30pm
Session 3: Thurs, Nov. 5 6pm – 7:30pm
Session 4: Tues, Nov. 10 6pm – 7:30pm

Leave for Gettysburg 6pm on November 19 and be on the field Nov 20 and Nov 21

Session 5: Thurs, Dec. 3 6pm -7:30pm

Final Deliverable will be due by the end of the exam period 12/15 at 4:30pm.