**The Office of the Registrar**

**Presents**

**Scheduling Open Houses**

The Office of the Registrar will be offering Scheduling Open Houses for all Academic Departments in order to answer specific questions regarding the Fall 2013 Schedule of Classes. These open houses are not mandatory for departments to attend. Please see the schedule below for the dates and times for each open house. In addition, we will offer one open house for Academic Departments involved in Combined Sections and Cross-Listings in order to facilitate communication between departments on **January 23rd**. To sign up to attend an open house, please sign up through the UMBC Training page at <http://my.umbc.edu/groups/training/events>.

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| **Scheduling Coordinator Open House #1**  January 8th, 12-1pm  ENGR 021  Capacity: 8 people | **Scheduling Coordinator Open House #2**  January 14th, 12-1pm  ENGR 021  Capacity: 8 people |
| **Scheduling Coordinator Open House #3**  *This open house is for departments involved in Combined Sections and/or Cross-Listings only.*  January 23rd, 12-1pm  Registrar Conference Room (THAC 106B)  Capacity: 15 | **Scheduling Coordinator Open House #4**  February 1st, 12-1pm  ENGR 021  Capacity: 8 |