

Summer and Fall 2025 pre-registration period is upon us. Schedules for Summer and Fall are attached. **Please read through the following carefully.**

You need to fill out a Permissions Form if:

1. You are registering for 400 level classes.
2. You are completing your 200-level courses this semester.
3. You are a non-degree or post-bacc certificate student who is registering for 300- 400 level classes in the Summer or Fall.

Permissions Form: <https://forms.gle/6YXsQztYxhmzAGNK9>

Registration for Summer 2025 begins on April 2<sup>nd</sup>

Registration for Fall 2025 begins on April 9<sup>th</sup>

**Permission forms must be filled out completely in order to be entered. Incomplete forms cannot be processed.**

***\*\*You should meet with both your advisor for your Speech Pathology major and your General Advisor (Post Bacc Certificate do not need to meet with general advisor).\*\****

#### Changes to Note:

SPV 440 is a one credit Clinical Observations course offered only in Winter and Summer. This course is specifically for certificate students who wish to complete their 25 clinical observation hours. We offer these guided observation hours through a website, Master Clinician. In this course, you will have the opportunity to observe a variety of disorders across the lifespan.

The Physics Department has created a **synchronous online course** for our students- PHY 141-Sound, Speech and Music, in lieu of PHY 140. You will seek [permission](#) through their department for this class. This is a 3 credit course. Although it is a synchronous online course, the midterm and final exam are **in-person**. It may appear online as if there is a separate lab for this course, however, the lab is incorporated into the lectures.

**Reminder- SPV 400 is only for our certificate students.**

#### Advisement

Advisement for your major takes place on Tuesdays from 12-2 pm with Prof. Mary Boylan and Mondays from 1- 3pm with Dr. Almodovar. You can schedule with us on Navigate.

- **How to schedule an appointment through General Advisement (for Undergrad Majors only):**
  - Visit: <https://lehman.edu/navigate/>
  - Click: Lehman Navigate
  - Login with CunyFirst credentials
  - Click: Appointments tab (left hand side)
  - Click: Schedule an Appointment (top right)
  - Fill out information
  - **\*If you want advising that same day; select: SAME DAY ADVISING\***
  - **\*If you want to schedule for another day; select: ACADEMIC ADVISEMENT\***
  - Select from available time slots
  - You will get an email sent with the ZOOM info
  - **\*\*\*If you want same day advisement, try to go on the page early in the day as slots are limited!**

### Permissions for Non- SPV courses

Permission for ENW 307: <https://www.lehman.edu/academics/arts-humanities/english/advising-faqs/>

Permission for PHY 141:  
[https://forms.office.com/Pages/ResponsePage.aspx?id=s\\_BgbwZfCU6XFZiduozH2DrkFUQjOYtFtrBM7\\_N6ZShURtdSRldCTVdVMkIFMogyODNXQTIQRDVERC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=s_BgbwZfCU6XFZiduozH2DrkFUQjOYtFtrBM7_N6ZShURtdSRldCTVdVMkIFMogyODNXQTIQRDVERC4u)

Permission for BIO 183 or 166: <https://www.lehman.edu/academics/natural-social-sciences/biology/bio-advisement/>

Permission for MAT 132:  
<https://docs.google.com/forms/d/e/1FAIpQLScogJ7Od8deVoyJolh3kvwoHViDVMubro451UjmRzyV6e5vnQ/viewform>

### Frequently Asked Questions

**Q: *I don't know which courses I should be taking next.***

A: If you are an undergraduate major in our department, you should meet with your general academic advisor, Dyan Atkins. If you are a Seek, ACE, or ADP student, meet with your advisor in those offices first. They will review with you the general courses you must take to graduate. Next, schedule a meeting with Profs Boylan or Almodovar. You can schedule these appointments on [Navigate](#). **You should be meeting with your general and major advisors at least once a semester.**

**Q: *I'm unable to register even though I have permission for courses.***

A: Check your "appointment date and time". Even though registration has begun, Lehman assigns different appointment dates for students. To check your appointment date:

- Log into CUNY First Student Center
- Course Planning and Enrollment
- Select Enrollment Dates
- Select a term then select continue

**Q: CUNY First says I need permission to take SPV courses.**

A: Fill out (and bookmark) this permission form for SPV courses:

<https://forms.gle/6YXsQztYxhmzAGNK9>

We use this form every semester for course permissions. **You must fill out the form in its entirety, and include the section of the course that you are requesting permission for. We cannot process your permission without this information.**

### Final Tips

- o Check your Lehman e-mail daily as our department and the college will send you updates on registration.
- o All e-mails from our department can be found on Blackboard. Go to your Blackboard homepage-- Click Organizations-- click Undergraduate Program in Speech-Language Pathology. You will find instructions, announcements and our undergrad handbook there.
- o Follow us on Instagram as important links and announcements are posted there- @lehmanugslp
- o Other Lehman IG accounts that post info for students regularly: @lehmanonboard ; @lehman\_issp; @lehman\_registrar; @lehman\_shc
- o Reach out to your advisors, Profs. Boylan & Almodovar with any questions: mary.boylan@lehman.cuny.edu; diana.almodovar@lehman.cuny.edu