

# **IF YOU ARE TRYING TO GET INTO CHEMISTRY 14A OR 14B**

## **PLEASE READ THE FOLLOWING.**

There are several misconceptions concerning the role a course instructor plays at UCLA.

For small undergraduate classes and graduate courses, the instructor has a lot of flexibility and can often change the time a class meets or find a bigger room, etc.

For large undergraduate classes, in particular first year chemistry, biology, physics and math it is central administration that determines what and when classes are offered. It is not an easy task as they have to consider all the possible class time conflicts and lecture hall availability.

I play no administrative role. In other words I play no role in determining the size, venue or number of times a first-year chemistry course is offered and I cannot help with class or discussion section enrollment questions. I also have no access to student records (they are confidential) and therefore cannot access databases to know who has paid fees, who is on a wait list, etc. **That also means I cannot provide PTE numbers.** In fact every chemistry department instructor has no access to PTE numbers, we have never seen them and as far as we know they don't exist.

### **You must check your enrollment status (wait-list, etc.) on URSA.**

**Chem 14B Enforced Requisites: Chem 14A and Math 3A or 31A  
(grade C- or better)**

If you have further class or discussion section enrollment questions our Chemistry Undergraduate Office (4009 Young Hall) is available to assist you. **Any and all class or discussion section enrollment questions must be directed to 4009 Young Hall.**

(Chem 14B: If you have placed out of Chem 14A and/or Math 3A and/or Math 31A then you must show transcripts of this to the Chemistry Undergraduate Office and they will assist in your Chem 14B enrollment.)

**Chem 14A and 14B are capped at 350 students,** since I teach two courses per quarter that means 700 students per quarter. If my class is full then you are unlikely to get in. Please take Chem 14A or 14B another quarter.

Good Luck with your studies.

Dr. Laurence Lavelle