Fall Term 2015 Registration Guidelines

REGISTRATION WEEK IS MAY 4-7

ADVISING PERIOD BEGINS APRIL 20

ALL STUDENTS MUST MEET WITH THEIR ACADEMIC ADVISOR PRIOR TO REGISTERING FOR CLASSES.

Students will register online (with the exception of independent study projects) during the following days and time:

- Seniors (27+ credits) – Monday, May 4
- Juniors (18-26.99 credits) – Tuesday, May 5
- Sophomores (9-17.99 credits) – Wednesday, May 6
- Freshmen (less 9 credits) – Thursday, May 7

Class level is based upon completed credits AT THE TIME OF REGISTRATION.

Course credits for the Spring 2015 term are not included in completed credits.

On each of the above dates, registration will be open according to the first letter of your LAST NAME.

- M registration time starts at 6:00 a.m.
- I registration time starts at 6:15 a.m.
- J registration time starts at 6:30 a.m.
- K registration time starts at 6:45 a.m.
- L registration time starts at 7:00 a.m.
- C registration time starts at 7:15 a.m.
- B registration time starts at 7:30 a.m.
- A registration time starts at 7:45 a.m.
- F registration time starts at 1:00 p.m.
- G registration time starts at 1:15 p.m.
- H registration time starts at 1:30 p.m.
- D registration time starts at 1:45 p.m.
- E registration time starts at 3:00 p.m.
- N registration time starts at 3:15 p.m.
- Q-R registration time starts at 3:30 p.m.
- O registration time starts at 3:45 p.m.
- P registration time starts at 4:00 p.m.
- S registration time starts at 4:15 p.m.
- T-U registration time starts at 4:30 p.m.
- V-Z registration time starts at 4:45 p.m.

IMPORTANT INFORMATION IS LISTED ON PAGE 2
COURSE PERMISSION PROCESS
If you are registering for a class that requires the instructor’s signature or if the instructor’s signature is needed to exempt you from a prerequisite for the course, you must bring a signed, “Course Permission Form”, to the Registrar’s Office prior to your registration day and time in order to register online.

The deadline for completed independent study requests is Wednesday, September 9, 2015.

Priority registration groups will be notified of their registration time by e-mail on Thursday, April 23.

The Registrar’s Office will be open from 8:00 a.m. to 5:00 p.m., May 4-7.

If you have any questions, please contact the Registrar’s Office at (925) 631-4214.