

## Advising and Registration for Spring 2019

**Registration** for Spring 2019 courses will begin on November 5<sup>th</sup>.

- Students will be assigned a registration time based on the total number of hours earned.
- To view registration times and registration eligibility, students must log into their C-N Connect account and click on “**View Registration Eligibility**”.
- Registration times will be assigned by October 23<sup>rd</sup> and can be viewed in CN Connect. Registration holds will be assigned by November 2<sup>nd</sup>.
- All holds must be cleared before a student can register.

### **For Advising:**

Students must make an advising appointment with their adviser prior to registration. Students must be cleared by their adviser to register. During the advising consultation, an Advising Agreement Form will be completed. Students who wish to change majors or advisers should contact Student Success located on the second floor of the library.

### **Registration Period:**

Graduate Students .....beginning November 5, 2018  
Seniors - students with earned hours of 90 and above .....beginning November 5, 2018  
Juniors - students with earned hours of 60-89 .....beginning November 6, 2018  
Sophomores - students with earned hours of 30-59. ....beginning November 7 2018  
Freshmen - students with earned hours of 0-29 ..... beginning November 8-12, 2018

### **Currently enrolled students have three ways to register:**

- a.) Self-register via C-N Connect on or after the student’s assigned registration time,
- b.) Register by a faculty adviser in faculty offices on or after the assigned registration time, or
- c.) In the Registrar’s Office with an adviser approved and signed schedule on or after the assigned registration time.

Spring 2019 classes will be posted on C-N Connect no later than October 23<sup>rd</sup>. Updates to course offerings will be posted in C-N Connect as they are received. For the most accurate course listings and daily updates, check “Search for Classes” on C-N Connect.

Once a student has registered for Spring 2019 classes, tuition charges have been incurred. Students will be responsible for tuition charges unless the Registrar’s Office is notified of disenrollment no later than Friday, January 11<sup>th</sup>.

Students who fail to confirm their Spring 2019 registration (either on-line or in person) with the Student Accounts Office prior to January 16<sup>th</sup> will be charged a late registration confirmation fee and will be dropped from Spring courses if class attendance is not confirmed.

Questions regarding registration may be directed to the Office of the Registrar.