



Sheryl Alexander — Editor-in-Chief

## REGISTRATION PROCEDURES FALL SEMESTER 1975-'76

### RETURNING STUDENTS

For the convenience of our students all procedures necessary to registration will be carried out in one central

location. The Gymnasium complex, consisting of both the Lilly and Women's Gymnasiums in their entirety will be used.

Registration stations and station locations are as follows:

STATION	LOCATION
1. Reception	Women's Gymnasium Ground floor in front of rear entrance
2. Registration Packets	Women's Gymnasium Upstairs on Gymnasium floor
3. Advisor Posts - (By Division)	
Business	1st Floor - Rooms 103, 106; 107 Women's Gym
Education	Ground Floor - Rooms 5, 6; 7 Women's Gym
Arts and Sciences	First and Second Floors - Room 102, 203, 204; 205 Lilly Gym
4. Health Cards	Lilly Gym - Opposite Room 209A (Ticket Office)
5. Finance	Lilly Gymnasium Floor - to the right
6. Cashiers	Lilly Gym Floor
7. Class Permit Cards	Lilly Gym Floor (next to Cashiers)
8. Registrar's Office	Lilly Gym - Room 209A (Ticket Office)
9. I.D. Photos	Lobby of Lilly Gym - Area in front of Athletic Department Office

### GENERAL PROCEDURES

Students will enter the Women's Gym through the rear entrance (doors facing the Kindergarten and proceed left, upstairs to packet stations. They leave station No. 2 through rear door of Gym and proceed to advisors located throughout classrooms of Women's Gym and Lilly Gym as indicated. All students leave Women's Gym, Arts and Sciences Students enter Lilly Gym through parking lot entrance. Leave through side door. Proceed to front entry to complete Registration.

Once in advisor's rooms, students will be instructed (by advisors present) to be seated and complete all cards and forms in the registration packet, except the course assignment cards. Once cards are completed the student is then advised as to proper courses to take and fills out course assignment cards in presence of advisor. The advisor then checks all cards for completeness, paying special attention to inclusion and accuracy of computer code numbers, and to in-

clusion of social security numbers.

ONLY WHEN ALL CARDS ARE CORRECT, AND COMPLETE will the student leave the advisor. They proceed out rear door of Women's Gym (or side exit of Lilly Gym) to complete registration process. Signs and guards will instruct students entering the Lilly Gymnasium to proceed to the right through stations 4, 5, 6, 7, 8 and 9. Students should leave the Lilly Gymnasium with registration totally complete after station 9.

### ADDITIONAL INFORMATION

ITEM — Class Permit Cards will be handled by the various academic departments this year. Procedures for this activity will be developed within the divisions. This will be done in order that control of class size and the instructors' student load may be better maintained.

ITEM — The decision to request additional class permit cards (to re-open a class after it has been filled)

will be made by the Division Chairman after being consulted by the Department Chairman who feels this action is necessary.

ITEM — Division Chairman ONLY have the authority to request additional class permit cards from the computer center. NO requests from anyone else will be honored.

ITEM — Instructors WILL NOT ADMIT any student into class if his class permit card has not been stamped by the Registrar.

ITEM — It is imperative to the proper production of class rosters, that computer code numbers for courses be on all course assignment cards (including drop-add cards) and that these numbers be correct. Please check these numbers with extra care. The students social security number is equally important to this activity.

ITEM — Fort Bragg students registering for Main Campus courses will come to the Lilly Gym with their "paid" receipt and course assignment card; and will present these at the Class Permit Card Station to obtain their cards. ALL students must present a receipt and course assignment card stamped by the cashier in order to obtain class permit cards.

ITEM — Registration for returning students will begin promptly at 8:30 A.M. on Thursday, August 21, 1975. All persons are asked to be in place fifteen minutes prior to the commencement of registration.

ITEM — Returning students will register on Thursday, August 21, 1975, in accordance with the following schedule:

Those with last names beginning:

T - Z 8:30 a.m. - 10:30 a.m.  
O - S 10:30 a.m. - 12:30 p.m.  
G - N 12:30 p.m. - 2:30 p.m.  
A - F 2:30 p.m. - 4:30 p.m.

Registration will be conducted Friday, August 22, 1975, on a first-come, first serve basis.

## Deadlines for THE VOICE (For the '75-76 Academic Year)

	DEADLINE
Sept. issue	Sept. 16
Oct. issue	Oct. 20
Nov. issue	Nov. 15
Dec. issue	Dec. 8
Jan. issue	Jan. 12
Feb. issue	Feb. 11
March issue	March 15
April issue	April 10
May issue	May 8

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Editor-in-Chief

THE VOICE office is located in the Rudolph Jones Student Center - Phone extension: 381.

Office hours will be posted after September 1.

## From the Editor's Desk

Welcome back to FSU after what I trust was both a satisfying and relaxing summer vacation. To our newcomers, I would like to extend best wishes and hope that FSU lives up to your expectations.

The nine months ahead present much work for all of us. As students we are faced with the daily routine of classes, then the long and sometimes boring hours spent in homework each night. Instructors must go back to lectures, the grading of papers, and devising better ways of getting subject matter across to students. I believe one of the most timely devices any of us can have is a schedule. In this way we can make a list of preliminaries, get them out of the way, and still have time for those things we enjoy doing.

There is a strong need for more dedicated people at FSU. People whose concerns lie not only with how much they can get out of FSU, but also how much they can contribute to it. An effort should be made to improve

ourselves and this university. So often people will complain that they would be willing to do things, but "FSU doesn't have this, and we need that". This may be so, but then it is also true that many of us are unwilling to check into those things that are put here for us. We must learn to work with what we have.

As your new editor for the "Voice" it is my aim to inform you to the best of my ability. My staff and I will work hard to cover as many campus events as possible. We will also be covering and commenting on events taking place both in and outside (whenever possible) of the Fayetteville area. The things that will be covered are those that we feel will be of concern and interest to you.

We urge you to contribute to the "Voice" as much as possible. In this way you will be helping to put together a paper that not only informs us, but interests of everyone else.

Sheryl Alexander  
Editor-in-Chief

## Veazie Attends Union Development Seminar

By Sheryl Alexander

Irving Veazie, director of the Rudolph Jones Student Center at Fayetteville State University was among the 57-member staff from 22 states who recently attended the Eighth Indiana Professional Development seminar. The seminar was sponsored by the Indiana Memorial Union, the Indiana University Graduate

School of Business and the Association of College Unions-International.

The purpose of the seminar was to keep the union staff members informed of increasing changes in higher education and to discuss the employment of new management techniques throughout the U.S.

## JOIN THE 'VOICE' STAFF

The "Voice" needs your help in making this newspaper both interesting and informing with a greater range of creativity and resourcefulness employees. We would like to have responsible and dedicated people on our staff. If you feel that you qualify as a staff member please don't hesitate to contact the "Voice" newspaper office, located in the Rudolph Jones Student Center at extension

389. You may also contact Mr. John B. Henderson of the public relations office at extension 323.

There is a "Voice" staff meeting planned for Wednesday, August 27, at 8:00 p.m. in the newspaper office. All interested students are invited to attend.

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Editor-in-Chief

### LATE REGISTRATION — DROP-ADD PROCEDURES

The late registration and drop-add period will begin Monday, August 25, and end Friday, August 29, 1975.

Procedures for this period will be as follows:

1. Students will pick up a

drop-add card from the Registrar's Office.

2. Students will proceed to locate their Advisors who who will be present in their offices as schedules permit.

3. Advisors will secure from department heads, information as to the status of

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