Get Ready! Online Fall 2006 Registration is coming soon!

Eliminate the Registrar's Verification Hold (RV): Students are required to verify contact information prior to registration. Go to www.guilford.edu/verify to verify or correct contact information, then select "Submit" to eliminate the hold.

Message from the Academic Dean's Office: In response to student wishes, as a pilot program, we have posted course syllabi for many courses in the departments below. These syllabi are from previous terms but should give a sense of course details. Get the syllabi by going to www.guilford.edu, then clicking Academic Programs then Course Schedules; choose Fall 2006, then click on the course title and the faculty name next to "Course Syllabus". Please email comments about this pilot program to Mini Ranganathan (mrangana@guilford.edu) or Steven Shapiro (sshapiro@guilford.edu).

ART	PECS	SOAN
BUS		
FOREIGN LANGUAGES		
GEOL	PHIL	PHYS
PSCI	THEA	

Online registration is a smooth process when everyone is ready for it! Plan and prepare for Fall 2006 online registration - the time is soon, beginning the last week of March.

What's a student to do? Read the registration information that is posted on www.guilford.edu.
Plan to register online according to the schedule and that information, and prepare for online registration by taking steps ahead of deadlines.

Look at your BannerWeb account. Do you see a "hold?" Holds prevent registration. Holds latch onto accounts for many reasons, among them, for example, a "hold" for seniors who anticipate a December 2006 graduation who have not filed an Application for Graduation.   Clear all holds before your deadline.

While you are logged onto your BannerWeb account, print your "Degree Evaluation."   You need it, and so does your advisor.

Make an appointment for academic advice and to get your Alternate PIN. The Alternate PIN is required for access to online registration. The Alternate PIN changes every semester, so old ones won't work.   Nor will the regular PIN you use to access BannerWeb. Alternate PINs are temporary, only used for one registration period and are only available from assigned advisors.

FALL 2006 ONLINE REGISTRATION SCHEDULE
Online Registration is available only during designated periods.
If you do not register during these assigned times, you lose the opportunity to register online.

Student Status	Online Registration Time & Dates	Deadline to Clear Holds	
24 HOURS			
CCE Students	Wednesday, March 29 - Wednesday, April 5	Tuesday	March 28
Traditional Senior	Wednesday, March 29 - Wednesday, April 5	Tuesday	March 28
Traditional Junior	Monday, April 3 - Wednesday, April 5	Friday	March 31
Traditional Sophomore	Tuesday, April 4 - Wednesday, April 5	Monday	April 3
Traditional First Year	Wednesday, April 5	uesday	April 4

a) If you do not register online, a Registration Form or Drop/Add form is necessary. Forms are available in the Registrar's Office (traditional students) or the CCE Office (adult students). This paper registration will be processed on or after Monday, April 10.

b) All outstanding accounts must be cleared by noon of the day preceding your online registration.

Faculty help the process by monitoring the online course schedule and alerting the Registrar when a change is required. The online schedule is updated three times a day.

Beyond tracking academic progress, advisors issue Alternate PINs to advisees before and during online registration. Alternate PINs are already accessible in faculty BannerWeb accounts.

Online registration is the way to go. But paper registration is, of course, an option, and even necessary in some instances. Call or go by the Registrar's Office(New Garden Hall-lower level) for answers to your questions about the registration process.