Clearing Notifications for Registration

1. If you receive an email notification stating that your advisor cleared you for registration but the "Register" button is still grayed out, check to see if you have any notifications that need to be taken care of first! Once you address all notifications, you will be permitted to enroll!

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2. You may need to confirm your demographic information, add/confirm emergency contact information, add/confirm proxy access, and acknowledge any required agreements by clicking the "User Options" tab

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	Financial Aid 🗸 🗸	Student Planning Here you can search for courses, plan your terms, and schedule & register your course	Course Catalog Here you can view and search the course catalog.						
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۲	User Options	s by term.	Graduation Overview Here you can view and sub-	n Overview view and submit a graduation application.					
	User Profile	Enrollment Verifications Here you can view and request an enrollment verification.	Transcript Requests	uest a transcript.					
	Emergency Information								
	View/Add Proxy Access	© 2000-2021 Ellucian Company L.P. and it							
	Required Agreements								

- a) Your address, phone number, and email address can be confirmed by clicking on "User Profile"
- b) Emergency Contact Information can be added and confirmed under "Emergency Information"
- c) Give individuals proxy access under "View/Add Proxy Access"
- d) View and accept any required agreements under "Required Agreements"

Registering for Courses

1. Adding courses to your plan does NOT register you for courses! To register, you will go back to the Plan and Schedule tab, then **click "Register Now"** to register for all courses you have planned



a) You can also register for individual courses by clicking "Register" under each course to the left

2. You can simply click the "drop" button on each course and then "update" to drop a course

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