STUDENT PLANNING

How to Register for A Semester
REGISTRATION PROCESS
PROCESS OVERVIEW

1 - Input courses for Semester into Student Planning

2 - Get Approval from Academic/Major Advisor

3 - Register for courses
Add Courses on Self Service

Hello, welcome to Self Service.
Choose a category to get started.

- **Student Planning**
  - Search for courses, plan your terms, and schedule and register your course sections.

- **Student Finance**
  - View your latest statement and make a payment online.

- **Tax Information**
  - Change your consent for e-delivery of tax information.

- **Course Offerings**
  - View and search the course catalog.

- **Graduation Overview**
  - View or submit a graduation application.

- **Academic Attendance**
  - View your attendance history.

- **Financial Aid**
  - Access financial aid data and forms.

- **Grades**
  - View your grades.

- **Enrollment Verifications**
  - View or request an enrollment verification.
### Course Offerings

The course offerings page of the TEST Self Service platform provides a clear and organized view of available courses and educational resources. This page is essential for students looking to plan their academic schedules and progress.

### Key Features
- **Course Catalog:** A comprehensive list of courses offered by the institution.
- **Course Schedule:** Detailed information on course availability, including days, times, and instructors.
- **Enrollment Details:** Tools for tracking enrollment status and making course changes.
- **Cumulative GPA:** A summary of academic performance over time.
- **My Progress:** Customized view showing academic progress and requirements.

### How to Access

To access the course offerings, students can navigate to the Testing Self Service platform and select the "Course Offerings" option from the side menu. This will open the page where they can find all the necessary information to plan their academic journey.

### Example

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS-150-01</td>
<td>Business</td>
<td>Mon</td>
<td>8am</td>
</tr>
<tr>
<td>BUS-201-01</td>
<td>Business</td>
<td>Tue</td>
<td>10am</td>
</tr>
</tbody>
</table>

### Tips
- Regularly check the course offerings for updates and changes.
- Use the "My Progress" tool to monitor your academic progress.
- Consult with academic advisors for guidance on course selection.

### Conclusion

The course offerings page is a vital resource for students looking to navigate their academic journey successfully. By staying informed and proactive, students can make well-informed decisions about their courses and academic goals.
Choose Subject
ACC-0XX Acc Non College Transfer (0 to 5 Credits)
No description available.

**Requisites:**
None

ACC-221 Financial Accounting (3 Credits)
An introduction to the field of accounting, emphasizing double-entry record keeping, preparation of balance sheets and income statements, and the uses and limitations of external financial reporting. Prerequisites: MAT-125, MAT-212 or MAT-150 or higher-level calculus course.

**Requisites:**
MAT-125 or MAT-212 or MAT-150 or Higher-level calculus course must be completed prior to registering for this course. Must be completed prior to taking this course.

**Offered:**
Fall & Spring, All Years

[View Available Sections for ACC-221]
This button adds a general course to a specific semester.

This button adds a specific section to your course plan. (Preferred for registration.)
Use this panel to view your program plan and the courses that you have scheduled.
Overview of Student Planning

Shows a longitudinal view of multiple semesters

- Allows you to see a breakdown of each semester
- Tab used to ask for advisor approval before registration
You must submit your semester plan to your major/academic advisor for approval **PRIOR** to registration.

Using this button will notify your advisor that your plan needs to be approved.
Registering your Plan

Until your registration period is open, you will see this message. When it is open, this button will change to one that reads “Register”.

When you have your courses both added to your plan and approved by your advisor, you may register for your course plan using this button.
REGISTER FOR COURSES

▲ **Seniors** - (90+ Completed Credits)
   October 25\(^{th}\) 12:00 AM

▲ **Juniors** - (60-89 Completed Credits)
   October 27\(^{th}\) 12:00 AM

▲ **Sophomores** - (28-59 Completed Credits)
   October 29\(^{th}\) 12:00 AM

▲ **Freshmen** - (0-27 Completed Credits)
   November 1\(^{st}\) 12:00 AM