Registration Checklist

Spring registration information available on the Nest. Prepare now!

☐ Check your Status, Registration Time & Holds. Found under the "Classes and Registration" tab on the Nest. Your status shows your Registration Date and Time. Your holds notify you if there is anything that will prevent you from registering for spring.

☐ Resolve holds. If you have holds that will prevent registration, resolve them now.

☐ Review your Degree Works audit & the course schedule. Start making a plan for spring semester!

☐ Meet with your advisor. Discuss spring courses and a longer-term academic plan. Your advisor will give you your PIN for registration.

☐ Prepare. Make a list of courses you're interested in taking and see what combinations of courses might work with your schedule. Have a Plan B in case your first choice classes close. See the ASC website for tools to help with planning. To search for classes:
  o Log onto My SJU
  o click on the Classes & Registration link in the top navigation
  o click on General Class Schedule Search
  o You can either do a basic search or an advanced search. If you are searching for a specific course (e.g., ENG 102 Texts & Contexts), enter the course subject and course number to search.
  o If you are looking for a course to fulfill a specific GEP requirement category (e.g., Religious difference, Faith Reason, etc):
    ▪ Select All subjects
    ▪ Use the “Special Interests” search category to limit your search. For example, FY seminar, GEP Art/Lit, GEP Natural Science, etc.

☐ Check to make sure your PIN works before your registration time.
  o Log into the Nest and click on “classes and registration” in the top navigation
  o Click on “add/drop classes”
  o Select “spring 2019”
  o Enter your PIN. If it is correct, it will tell you that it is not yet time to register. If it is an incorrect PJN, you will get an error message. If you get an error message, please contact your advisor.

☐ 11/6 Spring Registration Begins! Make sure you have your PIN and registration time. Registration times are 9 AM (priority), 11 AM and 1 PM.
  o 11/6 Seniors
  o 11/8 Juniors
  o 11/13 Sophomores
  o 11/15 First-year students

For additional registration information, visit: www.sju.edu/cas/advising

Please Note: During Registration, the Advising Support Center is open for walk-ins from 9 AM – 5 PM

Contact us:
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