Spring 2021
Registration Checklist
Registration Day by Class Year

- Seniors – Tuesday 11/10/2019
- Juniors – Thursday 11/12/2019
- Sophomores – Tuesday 11/17/2019
- Freshmen – Thursday 11/19/2019
Are you a fully remote student?

- A priority registration date will be announced in advance of registration
Checklist for Registration

✓ Check the Nest for your registration status and holds
✓ Resolve any holds that will prevent registration (including financial)
✓ Confirm your registration time
✓ Review DegreeWorks and the typical course sequence for your major to identify needed courses/requirements
✓ Build a schedule (Schedule Builder can help)
✓ Schedule a meeting with your Faculty Advisor to review your spring plan and get your Registration PIN
✓ Verify that your Registration PIN works
Access your Student Profile on the Nest
Check Registration Status & Holds
Confirm your Registration Time

[Image of a university portal page displaying registration time information]
Which courses do I need?

- Typical sequence for your major
- Degree Works
- Your Advisor
- In Spring, first-year students typically will take:
  - 2nd Non-Native Language
  - ENG 102 Text & Contexts
  - First Year Seminar (if not completed in fall)
  - two additional courses (GEP and/or major courses)
Build Your Schedule

See the Course Search Tutorial for tips on effectively navigating the course schedule.

Use the [Schedule Builder](https://sites.sju.edu/casadvising/registration/) (PDF fillable) to create multiple schedules, just in case your ideal sections fill before you register.

Record course subject, course number, section, and CRN on the worksheet (e.g., ENG 101, section D01, CRN 42508)

For all registration tools, see: [https://sites.sju.edu/casadvising/registration/](https://sites.sju.edu/casadvising/registration/)

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Meet with your Advisor

Schedule a meeting with your advisor. To find contact information for your faculty advisor:

- Log into The Nest
- Click on Classes and Registration in the top Navigation
- Click on Student Profile
- Your advisor’s name is listed with a link to their contact information.

Meet with your advisor to review your course selection and obtain your registration PIN, if needed.
Verify that your PIN works

- Log into The Nest
- Click on Classes and Registration in the top Navigation
- Click on Self-Service Course Registration
- Click on Register for Classes
- Select the correct term, type in your registration PIN and click continue
Verify that your PIN works

- If your PIN is correct, the error message will tell you that it is not yet time to register.
- **Only your Advisor can give you your PIN.** If you suspect there is a problem, please contact your advisor ASAP.
Need Help?

For additional help, please visit the Advising Center Registration help page:

https://sites.sju.edu/casadvising/registration/
Need Help?

Advising Support Center for CAS and SHSE
Barbelin 117
610-660-2631
casadvising@sju.edu
shseadvising@sju.edu
www.sju.edu/casadvising

HSB Advising Center
Mandeville 150
610-660-3420
hsbadvisingcenter@sju.edu
www.sju.edu/hsbadvising