My Course Registration Plan for Fall 2019

While you will register for classes via BannerWeb, you must first communicate with and receive clearance from your academic advisor. The first step in this process is to complete a course registration plan.

A complete listing of courses offered this fall can be found on the Registrar’s webpage: https://banners.presby.edu/prod/hzskschd_P_SelectSubject. Use the New Student Advising and Registration Guide and other resources found on the Academic Advising webpage to guide you through the process of creating a plan for the fall semester, consulting with your academic advisor along the way. The faculty-led group advising session held during New Student Orientation will provide you with an additional opportunity to seek assistance prior to submitting the plan.

After your course registration plan is submitted, your academic advisor will review it to verify that you have selected an appropriate number of credit hours and courses suited for your particular level and goals. You will work with your academic advisor to revise the plan as needed. Submission and advisor approval of your course registration plan does not guarantee registration for specific courses. Your plan should act as a guide when registration opens on July 15, 2019. You will need to be flexible and have a few alternatives in your course plan.

If you have any questions, please contact us at academicadvising@presby.edu.

Your course registration plan should include the following:

- **COLS 1000 First-Year Exploration:** The FYE course is required for all first-year students, including transfer students who do not have transferable credit for an equivalent course taken at another institution.

- **At least 12 credit hours:** Students must register for at least 12 credit hours to be considered full-time. Successful completion of 122 credit hours is required for graduation and can be accomplished by completing 15-16 credit hours per semester over the course of four academic (fall and spring terms) years.

- **If you have plans to take a natural science course, be sure to include the lecture and lab sections for courses that have these separate components.**

- **If you are focusing on a certain major or program, you may need to take specific courses in your first semester so that you will be on track to graduate in four years.** You should consult your academic advisor and the pre-professional faculty coordinator for the program (see New Student Advising and Registration Guide) are available: https://www.presby.edu/academics/undergraduate/academic-departments-programs/ and https://www.presby.edu/academics/undergraduate/pre-health-sciences-program/.
In the following sections, you will be asked to enter course information for your preferred and alternate courses. For each course, enter the five-digit course registration number (CRN), subject name, course number, and course title. Examples of course listings are presented in the table below. For example, if you want to add to your plan the first English class in the course listing, enter your course information using the following format when entering this information into the online form: **CRN 11306 ENGL 1001 Introduction to Composition**. Use the two text boxes below to work out your plan before submitting it via the **CRP Google Form**.

### English View Catalog

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Credits</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>11306</td>
<td>ENGL 1001 C1</td>
<td>3</td>
<td>Introduction to Composition</td>
</tr>
<tr>
<td>11307</td>
<td>ENGL 1001 C2</td>
<td>3</td>
<td>Introduction to Composition</td>
</tr>
<tr>
<td>11308</td>
<td>ENGL 1001 D1</td>
<td>3</td>
<td>Introduction to Composition</td>
</tr>
</tbody>
</table>

### Course Registration Plan

1. In the text box below, enter the course information of each course you wish to take during the fall semester. List these courses in order of preference. Space is provided for six courses, but your schedule may contain fewer.

1. CRN, subject name, course #, & course title: ______________________________________________________

2. CRN, subject name, course #, & course title: ______________________________________________________

3. CRN, subject name, course #, & course title: ______________________________________________________

4. CRN, subject name, course #, & course title: ______________________________________________________

5. CRN, subject name, course #, & course title: ______________________________________________________

6. CRN, subject name, course #, & course title: ______________________________________________________

Comments (optional):
2. Choose **at least two** alternate courses. Using the format described above, list the alternate courses in order of preference.

<table>
<thead>
<tr>
<th>Alternate #1</th>
<th>___________________________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternate #2</td>
<td>___________________________________________</td>
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<tr>
<td>Alternate #3</td>
<td>___________________________________________</td>
</tr>
<tr>
<td>Alternate #4</td>
<td>___________________________________________</td>
</tr>
</tbody>
</table>

Comments (optional):

First Name_________________________ Last Name_________________________

Preferred Name______________________ PC ID# _________________________

Academic Advisor_____________________

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Once you have selected your courses and built your anticipated class schedule for the fall semester, use the [CRP Google Form](#) to submit the plan.

**Registration for incoming students will open on July 15.** You will register for classes using BannerWeb, but first you must communicate with and receive clearance from your advisor.

*Updated 4-18-19*