

SPRING 2012 UNDERGRADUATE PREREGISTRATION SCHEDULE

Spring 2012 Anticipated Class: Add current credits to Fall 2011 credits	Last name begins with	Register on-line any time between the designated begin-date/time and the end date/time. This period is reserved for students in the category listed in the left blocks.		Earliest time to register in person at Registrar Service Counter in Bayley Hall	
		Begin Date/Time	End Date/Time	Day	Time
SENIOR 90 credits min.	A - D	Thurs, Nov 3 at 12:01 a.m.	Sun, Nov. 6 at 12:00 mid*.	Mon, Nov. 7	8:45 a.m.
	E - K	Thurs, Nov 3 at 1:00 p.m.	Sun, Nov. 6 at 12:00 mid.*	Mon, Nov. 7	8:45 a.m.
	L - Q	Thurs, Nov. 3 at 5:00 p.m.	Sun, Nov. 6 at 12:00 mid.*	Mon, Nov. 7	12:00 noon
	R - Z	Fri, Nov. 4 at 12:01 a.m.	Sun, Nov. 6 at 12:00 mid.* *System down Sundays 12:01 a.m. -7:00 a.m.	Mon, Nov 7	12:00 noon
JUNIOR 60 - 89 credits	A - D	Mon, Nov. 7 at 12:01 a.m.	Thurs, Nov 10 at 12:00 mid.	F, Nov. 11	8:45 a.m.
	E - K	Mon, Nov. 7 at 1:00 p.m.	Thurs, Nov. 10 at 12:00 mid.	F, Nov. 11	8:45 a.m.
	L - Q	Mon, Nov. 7 at 5:00 p.m.	Thurs, Nov. 10 at 12:00 mid.	F, Nov. 11	12:00 noon
	R - Z	Tues, Nov. 8 at 12:01 a.m.	Thurs, Nov. 10 at 12:00 mid.	F, Nov. 11	12:00 noon
SOPHOMORE 30 - 59 credits	A - D	Fri., Nov. 11 at 12:01 a.m.	Wed, Nov. 16 at 12:00 mid*.	Thurs, Nov.17	8:45 a.m.
	E - K	Fri., Nov. 11 at 1:00 p.m.	Wed, Nov. 16 at 12:00 mid.*	Thurs, Nov. 17	8:45 a.m.
	L - Q	Fri., Nov. 11 at 5:00 p.m.	Wed, Nov. 16 at 12:00 mid.*	Thurs, Nov. 17	12:00 noon
	R - Z	Sat, Nov. 12 at 12:01 a.m.	Wed, Nov. 16 at 12:00 mid.* *System down Sundays 12:01 a.m. -7:00 a.m.	Thurs, Nov. 17	12:00 noon
FRESHMAN 0 - 29 credits	A - D	Thurs, Nov. 17 at 12:01 a.m.	Tues, Nov. 22 at 12:00 mid.*	T, Nov. 22	8:45 a.m.
	E - K	Thurs, Nov. 17 at 4:00 p.m.	Tues, Nov. 22 at 12:00 mid.*	T, Nov. 22	8:45 a.m.
	L - Q	Thurs, Nov. 17 at 8:00 p.m.	Tues, Nov. 22 at 12:00 mid.*	T, Nov. 22	12:00 noon
	R - Z	Fri., Nov. 18 at 12:01 a.m.	Tues, Nov. 22 at 12:00 mid.* *System down Sundays 12:01 a.m. -7:00 a.m.	T, Nov. 22	12:00 noon

Instructions for undergraduate students: Register on the web by Spring 2012 anticipated class according to your last name. Determine class level by adding total earned credits to Fall 2011 credits. For example: if you have 45 total credits completed (add up SHU earned credits, transfer credits, AP credits awarded) and you are taking 18 credits in Fall 2011, register as a junior ($45 + 18 = 63$). Note: you can check your class status on the web: Login to Student Self-Service, click on **Student and Financial Aid**, then **Registration**, then select **Registration Status**.

Web Registration: In preregistering on the web, you **MUST** register during your designated time slot. These times apply to both day and evening students, including non-matriculated students. In all cases, web registration periods precede in person time slots.

In Person Registration: In person preregistration begins on Monday, Nov. 7 for seniors. The right column in the grid above indicates the earliest time you may register if you chose to register in person. You may register in person at your assigned time or any time thereafter through November 22. In person registration requires that you bring your signed grid to the Registrar's Office in Bayley Hall during office hours: Monday through Friday 8:45 a.m. - 4:45 p.m.

Note: Students without permits must register in person for closed courses or courses for which they lack a prerequisite. Bring your signed grid sheet to the Registrar's Office during these designated in person times. Please register for all other courses on the web during your assigned web registration slot.

Spring 2012 registration is open to all students as of November 28. Spring 2012 add-drop ends on Tuesday, January 24, 2012. No course changes are allowed after that point.