

PSEO Registration Tips & Recommendations

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[VIDEO](#)

Big ideas. Real-world thinking.

One of the major benefits of the PSEO program is the opportunity for high school students to receive college credit.

Registering for classes is the necessary step for students to receive college credit.

This guide will cover when registration is and tips and recommendations to register successfully. Watch this [video](#) or review the information in this guide to learn more.

When is Fall 2022 Registration for All PSEO Students?

Video Time: 0:08 – 1:09

- **PSEO registration opens at 8:00am on Wednesday, July 27th.**
 - New PSEO students must complete the entire orientation in order to receive permission to register.
 - Once they have completed orientation, the PSEO Office will need to put overrides in for them to register for classes by July 27th.
- **Registration will be remote.**
 - Students will register virtually from home on [e-services](#).
 - If you need help with the registration process, you can [schedule a meeting](#) with a PSEO advisor.



PSEO Registration Guidelines

Video Time: 1:10 – 1:43

- **PSEO students can register for the following:**
 - Up to 18 credits per semester
 - 100-200 level general education courses
 - Classes that do not exceed \$100 in additional fees
- **PSEO students cannot register for the following:**
 - 300-400 upper division courses
 - Classes that exceed \$100 in additional fees
 - Classes reserved for specific populations
 - Courses below 100 level or developmental education courses
- **PSEO students may register for upper division courses if they meet prerequisites and are granted permission by the department.**



When Does Registration Close?

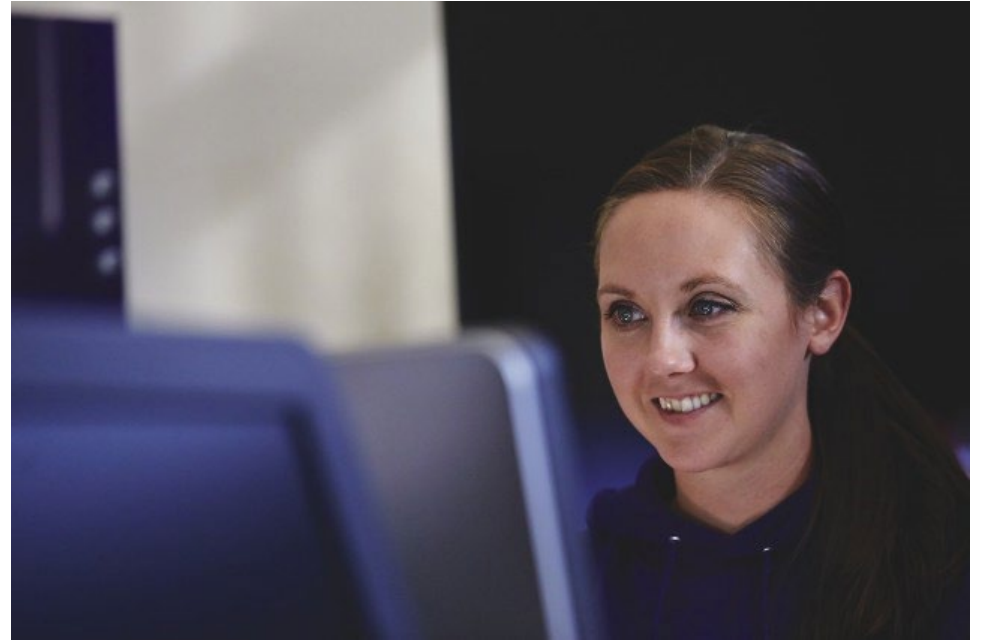
Video Time: 2:29 – 2:48

- While we encourage all PSEO students register as early as possible, students can make changes to their schedule through **Friday, August 26th**– which is the Friday of the first week of spring classes.
- Removing a class your schedule before Friday, August 26th at 11:59pm is considered a “drop.” **Drops will not appear on a student’s academic record.**
- Classes removed from a student’s schedule after August 26th at 11:59pm is considered a “withdraw.” **Withdraws will appear on a student’s academic record.**



How to Make Your Registration Successful




- To prepare for registration, **meet with your high school guidance counselor** to determine what classes you should be taking to meet high school graduation requirements.
- **Prioritize required high school classes** when registering.
- Login to [e-services](#) prior to registration day and **come up with multiple plans for your schedule.**
- Don't just take classes because they are free, take them because they make sense for your academic pursuits.



Administrative Drop Policy

Video Time: 3:11 – 3:27

- Some classes are classified as administrative drop classes.
- **Students who do not attend the first week of class for these classes will be administratively dropped from the class.**
- There's a possibility the student can pick the class back up if there are still seats open in the class on e-services.
- Check the notes section of e-services to see if the administrative drop policy applies.

Add Equivalent Waitlist	ID #	Subj #	Sec	Title	Dates	Days	Time
  	000621	ART 100	01	Elements and Principles of Art	08/21 - 12/08	T, Th	1:00pm - 3:50p

Meeting Details

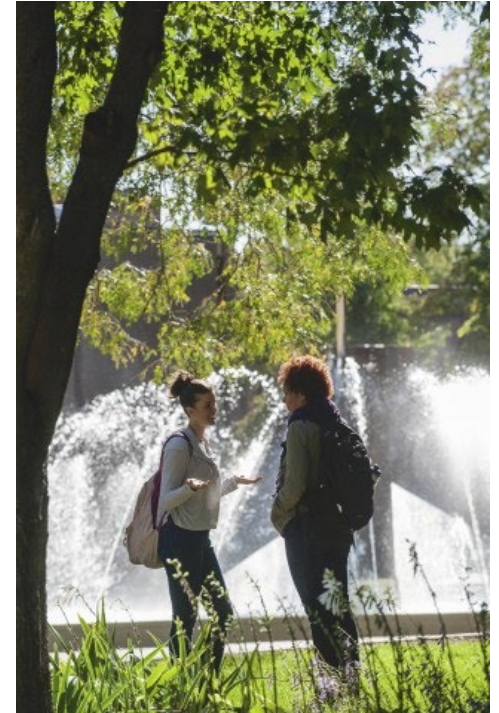
Dates	Days	Time	Building/Room	Instructor
8/21/2017 - 12/8/2017	T, Th	1:00pm - 3:50pm	Nelson Hall 0201	Widness, Brad

Notes

- Administrative drop policy applies.

Short Courses

- Some university courses **only last eight weeks.**
- These courses cover the **same curriculum in a shorter time period.**
- Some of these classes start on August 22nd – other classes may begin mid-way through the semester.
- **These classes have a different add/drop period.**
 - Be sure to pay attention to e-services to see when the add/drop period ends.
- We would encourage students to take short courses if they are at risk of being on academic warning due to their completion rate.
- Other students may choose to take short courses to build more credits into their current schedule.



After Registration

- After you have registered for your classes, **share your schedule with your high school guidance counselor.**
- **Order required textbooks** through Barnes & Noble.
- **Login to MavMail** to see if your professor or the PSEO Office has shared any updates for the upcoming semester.
- Buy a **parking pass** (if desired).
- Secure **transportation** to and from campus.
- Walk around campus and get familiar with where your classes will be.
- Purchase a **meal plan** (if desired).

