

SUBJECT LINE: Registration and Advising #2 – Fall

At this stage, you should have received your placement test results and watched our Course Registration and Advising Overview video. Now, we are going to share when registration will take place, remind you about the upcoming Call-In Advising opportunity, and share some final notes on how to be prepared for registration.

1. WHEN DO I ACTUALLY REGISTER FOR CLASSES?

You have a beginning date and time by which you can register: either Monday, July 7, or Tuesday, July 8, or Wednesday, July 9. You should register for your classes any time starting on your beginning date but no later than the end of the day Friday, July 11. Don't worry if you are not scheduled to register on the first day, seats in certain first-year classes will be reserved for each day.

That said, there are limited seats in some classes, and certain sections will fill up before others. It is possible that a course you want to take will fill up, and very possible that the specific section of a course that you want will fill up before you register. That is why you must be prepared to choose an alternate course, and especially alternate sections of a course.

REGISTRATION SCHEDULE

Last Names A-G	Monday, July 7	10:00 a.m. EST and after
Last Names R-Z	Tuesday, July 8	10:00 a.m. EST and after
Last Names H-Q	Wednesday, July 9	10:00 a.m. EST and after

You can register any time after 10:00 a.m. (Eastern Time) on your beginning date through 4:30 p.m. (Eastern Time) on Friday, July 11.

After registration begins, if a course you would like to take becomes full, you can be added to a waitlist for that course by emailing registrar@centre.edu the entire course code and section (Ex. DLM 110 section A) from your Centre email account.

Our office will automatically enroll you into FYC 001 after the registration period closes.

2. When is Call-In Advising?

We urge you to take advantage of the opportunity to speak with a faculty advisor about your course choices (and any other questions you might have). The number to call is 859-238-5900 and the days/times are as follows:

Thursday, June 26, 4:00 p.m. - 8:00 p.m. Eastern Time
Friday, June 27, 11:00 a.m. - 4:00 p.m. Eastern Time
Monday, June 30, 11:00 a.m. - 4:00 p.m. Eastern Time

Please be sure to watch the Registration and Advising Video our office sent out yesterday before calling an adviser. Many of your questions may be answered in the video. The link to the video has been included on the bottom of this message for your convenience.

3. How can I be prepared for my registration time?

Here is an overview of the steps you can take to be prepared for registration once it is your time to register in CentreNet:

- Watch the Registration and Advising Overview video
- Call and adviser during the Call-In advising window
- Review the Fall Term course schedule
- Begin creating a list of courses that you would like to registrar for that includes 2-3 alternates in case some of your course selections become full
- Review the Course Descriptions and Pre-Requisites of each course on your list
- Watch the very brief “How to register online through Course Registration” video

Here are some final notes on creating your first schedule:

Start making a list of the specific courses you want to take and pick sections with times that work for you. You must take a section of DLM 110. You must be enrolled in at least 12 credit hours. You cannot be enrolled in more than 16 credit hours.

I have provided a link to the DLM courses being offered including a description of the topics covered in each section at the bottom of this email.

If you choose to take a math course this fall, you can either take the math course noted in the communication about your placement test results or you could take MAT 130 (Introduction to Statistics) to fulfill the Mathematics General Education requirement regardless of your math placement.

If you choose to study the second language that you tested in, you must take the course noted in the communication about your placement test results. If you plan to study a different, new, language, or if you did not take the second language placement exam, you should register for the 110-level course (e.g., FRE 110).

Be sure to select at least one course in an area that you are considering as a possible major. Select other courses that play to your strengths; we want you have a successful first term at Centre!

Keep in mind that this schedule lists all the courses we offer in the fall. However, not all courses are suitable for first years. The Course Registration and Advising video provides information related to general education tagging and how to check course pre-requisites.

Once you have selected the courses you want to take, look at the class schedule to see if you can schedule specific course sections of all four courses without any conflicts. Most first-year courses have several sections so you can usually find a way to schedule all four courses that you want.

You should eventually have a complete list of the courses you want to take.

EXAMPLE: LIST OF MY COURSE CHOICES

DLM 110	a	B. Weston	8:00-9:00AM	-M-W-F-
CHE 131	c	J. Haile	10:20-11:20AM	-M-W-F-
CHE 131L	a	E. Wachter	1:00-4:00PM	---W---
FLM 205	a	S. Peebles	8:00- 9:30AM	--T-R—
IST 110	a	K. Kolenz	12:40-2:10PM	--T-R—

ALTERNATES:

DLM 110	b	A. Hor	8:00-9:00AM	-M-W-F-
REL 233	a	D. Hall	2:20- 3:50PM	--T-R--

Make sure that none of the courses overlap in meeting times.

Having a list like this ready when you go to register online will save you a great deal of time.

Choosing your courses solely based on time is a BAD idea! Choose the courses that you really want to take and pick times that work, even if they are not ideal. None of our courses start before 8 a.m. and all our classes end by 4 p.m. (except for some of the one-hour classes), and no athletic practice may begin until after 4:00 p.m. It really is impossible to avoid 8 a.m. and/or 3:00 p.m. courses all the time. Attempting to do so may prevent you from taking the course that you really want or need to take.

Helpful Links:

[Registration and Advising Onboarding Video](#)

[General Education Advising PDF](#)

[Course Selection Guide](#)

[Fall Course Schedule](#)

[DLM 110 Titles and Course Descriptions](#)

[How to register online through Course Registration in CentreNet](#)

[Landing Page for All Information for Incoming First Years](#)