

Spelman College

Office of the Registrar

Academic Advising and Registration Time-Tickets

Each student is expected to meet with her Academic Advisor beginning **28 March 2011** to review course selection options, review her progress toward degree completion, and obtain her Registration Key which is needed to register for classes. Registration Keys are term specific and will only work for the term they were assigned. To view the name of the faculty member who has been assigned to you, please log in to Banner Web and follow this navigation path: **STUDENT and FINANCIAL AID > STUDENT RECORDS > VIEW STUDENT INFORMATION > FALL 2011**

The table below lists the four (4) Time-Ticket groups for Fall 2011 registration according to their priority:

Classification	Priority Registration	Registration Begins	Registration Ends
Senior (70+ hours)	1	11 April 2011, 12:01 am	23 August, 11:59 pm
Junior (40+ hours)	2	12 April 2011, 12:01 am	23 August, 11:59 pm
Sophomore (10+ hours)	3	13 April 2011, 12:01 am	23 August, 11:59 pm
First Year Students (0+ hours)	4	14 April 2011, 12:01 am	23 August, 11:59 pm

Registration Time-Tickets for the Fall 2011 semester have been assigned. Time-Ticketing allows students to register for classes in an orderly fashion and helps to ensure that students of different classifications (i.e. Senior, Junior, Sophomore, and First Year Students) get needed courses. With Time-Ticketing, students are assigned a registration priority according to the number of hours they have earned prior to the start of the registration cycle. Students in "gray areas" who, for example, are in their fourth year but have not quite earned sufficient hours (90) to achieve senior status will be allowed to register with seniors so that they may get needed courses for graduation. Other student classifications will be permitted to register in like manner.

Students may find their number of Earned Hours on Banner Web by clicking the *Registration Status* option in the Registration menu:

You have no Holds which prevent registration.

Your Academic Standing permits registration.

Your Student Status permits registration.

Your Class for registration purposes is First Year.

Earned Credit

Level	Type	Hours
Undergraduate	Institutional	15.000

Thank you for receiving this information. If you have any questions about your Registration Time-Ticket, please contact the Registrar's Office by calling 404.270.5230 or email David Mosely Booze, Associate Registrar, at dbooze@spelman.edu.