

Priority Registration Checklist

Student Name: _____

Major: _____

Appointment Date: _____

- Before scheduling an appointment for priority registration please ensure you have completed the following:
- Meet with Academic Advisor before the first day of registration.
- Verify that you are in good standing with the University.
- Verify that all holds are removed including:
- Financial Aid
 - Judicial Affairs
 - Housing and Residential
 - Academic Advising
- Research the availability of courses for which you want to register.
- Bring a written list of the courses for which you are going to register.
- Include a list of alternative courses in case the courses you are registering for are no longer available.
- Consider your disability- related needs when selecting courses and creating your schedule. Things to take into consideration include:
 - What time of day do the classes meet?
 - How often do the classes meet?
 - Is there enough time between each class to accommodate for your needs?
 - If you have energy or mobility limitations, will you be able to get to each class on time?
 - Is your coursework balanced, as to avoid overload?
 - Will there be coursework that affects or is affected by your disability?

It is important that the items on this checklist are completed prior to scheduling an appointment for priority registration, in order to ensure that your registration session proceeds smoothly and quickly.