

**2019 SUMMER/FALL  
REGISTRATION PROCEDURES**

**(IN-OFFICE)**

**MARCH 18, 2019-APRIL 5, 2019**

**8:30 a.m. - 4:00 p.m.**

**STEP 1:** REPORT TO YOUR RESPECTIVE **ACADEMIC DIVISION** AND COMPLETE YOUR REGISTRATION FORM IN CONSULTATION WITH YOUR ADVISOR.

**STEP 2:** REPORT TO THE **DIVISIONAL SECRETARY'S** OFFICE TO HAVE YOUR SCHEDULE ENTERED INTO THE COLLEAGUE PROGRAM.

**STEP 3:** STUDENTS WHO REGISTER FOR SUMMER SCHOOL MUST GO TO **CASHIER'S** OFFICE AND PICK UP THEIR FINAL REGISTRATION FORM ON **APRIL 10, 2019**.

**All prior balances must be cleared before picking up your final registration form from the Cashier's Office (prior to leaving at the end of the Spring Semester)**

- Students registering for the Fall semester should work with the Financial Aid Office in order to facilitate meeting their financial needs for attending Rust College.
- Students who will be staying on campus must have their Room & Board charges put into the system before they can obtain their completed blue registration form.
- All registered students are expected to attend classes beginning on August 21, 2019. This process can be completed during the summer break. Students who register early and do not clear the Cashier's Office will be dis-enrolled after August 26, 2019.

**NEW STUDENT REGISTRATION:** Summer .....May 2, 2019

Fall.....August 16, 2019

**Evening/Weekend Student Registration**

**March 25, 2019**

**SEE REGISTRAR**

**\*\*Awards for 2019 Summer Terms will be available on APRIL 10, 2019\*\***