FALL REGISTRATION

2012

All Students

August 20–August 27, 2012
8:30 a.m. – 4:30 p.m.

STEP 1: Students residing on campus must register for the Residence Hall.

STEP 2: Report to your respective Academic Division and complete your registration form in consultation with your advisor (Freshmen/Transfer students with less than 15 hours must report to Cope Center: McCoy Admin. Building-2nd Floor.)

Returning students who did not pre-register must be cleared by the cashier’s office prior to reporting to your divisional area.

STEP 3: Report to the Divisional Secretary’s Office to have your schedule entered into the Datatel Program.

STEP 4: Pick up your financial aid award from the financial aid office.

STEP 5: Report to the BCS McCarty Varnell Building (Small Lecture Room 121)

STEP 6: Students will be escorted to the Datatel Lab 2nd Floor BCS McCarty Varnell Building (Groups of 20)

STEP 7: Report to cashier station to complete your registration. (Present your financial aid award letter and receive your blue registration form.)

STEP 8: All current students must secure a student I.D. from the Dean of Student Affairs Office.

*Last day to add for the 1st module is August 27, 2012
*Last day to drop for the 1st module is September 14, 2012
*Last day to add for 2nd module is October 26, 2012
*Last day to drop for the 2nd module is November 9, 2012

***Students who have received their official registration form from the Cashier’s Office are required to complete a drop/add form in order to modify their schedule. The drop and add form must be processed by the Registrar’s Office ***

Students registering for the Fall semester should work with the Financial Aid Office in order to facilitate meeting their financial need for attending Rust College. All registered students are expected to attend classes beginning on August 22, 2012. Any student(s) who decides not to return must complete the appropriate withdrawal forms.

*Late registration will begin for all students on August 22, 2012.

*Students who registered early must make financial arrangements with the Business Office by 5:00 pm on August 27th in order to complete registration for the Fall semester.

*Evening & Weekend students*

Conference Room 2 / Registrar’s Office ~ 2nd Floor McCoy Administration Building
August 20, 2012 ~ 6p.m. – 8:30p.m.