

RETURNING STUDENT RAPID REGISTRATION PROCESS & PROCEDURES FOR SUMMER 2018

SUNDAY, JUNE 10, 2018 – 8:00 a.m. – 12:00 noon

- IF STUDENT REGISTERED EARLY, CLEARED FINANCIAL AID, CLEARED BUSINESS OFFICE, PROCEED TO STEP 6.
- IF STUDENT PRE-REGISTERED AND HAVE SCHEDULE ONLY PROCEED TO STEP 3.
- IF STUDENT HAS NOT PRE-REGISTERED YOU MUST COMPLETE ALL STEPS.

ONE: Report to Rand Center. Students check in at Registrar's Station. Students are then instructed to proceed to STEP 2: Advising Station.

TWO: Advising Station. Students check in with their advisors, select and enroll in classes, and receive schedule. Students are then instructed to proceed to STEP 3: Financial Aid Station.

THREE: Financial Aid Station. Students check in with Financial Aid to apply for financial aid, submit documents, and receive financial award. Students are then instructed to proceed to STEP 4: Business Office Station.

FOUR: Business Office Station. Students check in with Business Office for assessment of any balance owed, billing, payment plans, and billing. Students are then instructed to proceed to STEP 5: Housing Station.

FIVE: Housing Station. Students check in with Housing to complete their Housing Check-in and receive their room key. Students are then instructed to proceed to STEP 6.

SIX: LLC - STUDENT ID STATION. Students report to the LLC to receive their preprinted Student ID Card.



REGISTRATION PROCESS IS COMPLETE.