

## Registration Dates & Availability

**REGISTRATION HOLDS:** You will **NOT** be able to register for courses if there is a **hold** on your Bentley account. Holds can be viewed in Banner Web under the Registration Status link in *Courses and Grades*. **It is the student's responsibility to have the hold removed. All applicable registration deadlines apply and no exceptions will be made.** Department chairpersons and faculty members are not able to permit registration after the deadlines if the student has, or had, a registration hold.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 <b>UG DAY WINTERSESSION REGISTRATION BEGINS AT 9 AM</b>  <i>Wintersession registration will remain open until Dec 7<sup>th</sup> at 4 pm</i>	3
4	5 <b>UG Spring REGISTRATION Group 1 SENIORS</b>  Once you register you will be able to access the system for the rest of the day	6 <b>Add/drop Group 1</b> only 5:00 p.m. - 11:59 p.m on Nov 7th.	7 <b>Add/drop Group 1</b> 5 PM on Nov 6 to 11:59 p.m on Nov 7th.	8 <b>UG Spring REGISTRATION Group 2 JUNIORS</b>  Once you register you will be able to access the system for the rest of the day	9 <b>Add/drop Group 1 &amp; 2</b> 5:00 p.m. -11:59 p.m on Nov 12th.	10 <b>Add/drop Group 1 &amp; 2</b> 5:00 p.m. On Nov 9 -11:59 p.m on Nov 12th.
11 <b>Add/drop Group 1 &amp; 2</b> 5:00 p.m. On Nov 9 -11:59 p.m on Nov 12th.	12 <b>Add/drop Group 1 &amp; 2</b> 5:00 p.m. On Nov 9 -11:59 p.m on Nov 12th.	13 <b>UG REGISTRATION Group 3 SOPHOMORES</b>  Once you register you will be able to access the system for the rest of the day	14 <b>UG REGISTRATION Group 4 FIRST YEAR</b>  Once you register you will be able to access the system for the rest of the day	15 <b>Add/drop All groups</b> 5:00 p.m. On Nov 15 through the first week of classes on a 24 hour basis.	16 <b>Waitlists open for most closed courses</b>	17
18	19	20	21	22	23	24

### UG Day Spring 2019 Registration Date & Time Assignment Policy:

<b>Group 1: Current &amp; Rising Seniors</b> Total Credits (Fall 2018 registration + total earned) = 81+ Includes Official Class Codes of 8, 7, 6, 5	<b>Group 3: (Fall 2018 registration + total earned) = 21 – 50.5</b> Includes Official Class Codes of 4, 3, 2
<b>Group 2: Current &amp; Rising Juniors</b> Total Credits (Fall 2018 registration + total earned) = 51 – 80.5 Includes Official Class Codes of 6, 5, 4, 3	<b>Group 4 (Fall 2018 registration + total earned) = 0 – 20.5</b> Includes Official Class Codes of 2, 1

#### Registration Priority FAQs

- **Spring 2019 Alpha breakdown order, F-L, M-Q, R-Z, A-E**
- **How is my registration DAY determined?**  
The day you register is determined by your number of **registration credits**, which is the total of **credits already earned + current semester enrolled credits**. See boxes above for details.
- **How is my registration TIME determined within my day?**  
The highest **class year\*** within a day will be assigned the earlier times. Within that class year, the alphabetic grouping is then given priority. Within the alphabetic grouping the assignments are randomly generated. \*Class year (first year, 2<sup>nd</sup> year, 3<sup>rd</sup> year, and 4<sup>th</sup> year) is based on earned credits and does not include your current Fall 2018 registration credits.

#### Course Selection Requirements & Responsibilities

No student will be permitted to stay enrolled in courses unless all **prerequisites, concurrent prerequisites and class standing requirements** have been satisfactorily fulfilled. Students who register for

courses and do **NOT** meet all course requirements may be dropped from the course with or without notice. Prereqs are not checked during registration but after each registration day. Students will be e-mailed if they have any prereq violations.. Course prerequisites are listed in the schedule <https://my.bentley.edu/web/guest/course-listings>. Additional information can be found in the *Registration Information & Regulations* and *Academic & Curriculum Information* sections of this booklet.  
**If you have questions, please consult your advisor.**

