

MULTI-TERM REGISTRATION – FAQs

What is Multi-Term Registration?

Multi-term registration allows students to register for more than one term at a time. Even though UIndy students currently have this feature available to them (ability to register for Spring Term and Summer Session), this new approach will allow students to register for **an entire academic year**, one year in advance, all at the same time. This means that students will be able to register for **Semester I, Semester II, and Summer Session** for the following academic year, beginning in late March.

Why is UIndy doing Multi-Term Registration?

Multi-term registration will allow students to prepare their course registrations one year in advance, helping to secure their academic plans in order to graduate in four years. The new process will also help academic units to monitor and address needs for high-demand courses, especially those required for students in pre-professional concentrations, and be more effective in predicting scheduling needs.

Will Multi-Term Registration impact how my financial aid is packaged?

No, the Office of Financial Aid will continue to package students in the same way as they have done in the past, one semester at a time. Due to the high volume of course and credit hour changes for students, it would not be helpful to package financial aid one year in advance.

Will Multi-Term Registration impact how I register for classes?

No, multi-term registration will not impact how students register for classes. Online registration will still be available to students based on their student classification (senior, junior, graduate, SAL, etc.). The only difference is that students will be able to register for all three terms in the next academic year where they would have only registered for one semester in advance in the past.

Will Multi-Term Registration impact prerequisite or class restriction requirements for classes?

No, multi-term registration will not impact these areas. Courses which have prerequisites and/or class restrictions will still have the same restrictions. In order for students to have the most successful registration experience with multi-term registration, they should register for their courses in term sequence: Semester I, Semester II, and then Summer Session. This will ensure that the necessary prerequisites are in place for registrations occurring in a future term.

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What do I do if I want to change my major?

Students should follow the same process that they currently follow: 1. make the necessary change in the Registrar's Office by filling out a "Change of Information" form; then, 2. make an appointment with an academic advisor in CASA or a faculty advisor in your new major to discuss changes to your course schedule. Online registration will be available until the drop/add deadline for each term, so course changes can be made immediately for open terms in that academic year.

Can a student register for a course for which they have not completed the prerequisite?

Students may register for a course in a future term if they are enrolled in or registered for the prerequisite course. The registration system will always assume successful completion of these courses to enable future registrations in subsequent courses.

What happens if a student is registered for a course in a future term but did not successfully pass the prerequisite course?

The Registrar's Office processes a registration error report 1-2 weeks prior to the start of a semester to check for students enrolled in courses for which they are not eligible. If a student is not eligible to take a course, then s/he will be dropped from the course and notified of the change to his/her schedule. Students should then either add a new class to their schedule or make an appointment with an advisor to discuss other course options.

Will billing dates change?

No, the Accounting Office will have payment deadlines for each semester, just as they do now. Students will receive ebills prior to the payment deadline for each term.

Will students need a REGISTRATION CODE to register?

Full-time undergraduate students will still be required to have a **REGISTRATION CODE** (formerly known as the ALTERNATE PIN) to register for Semester I and Semester II. The Registration Code will be the same for Semester I and Semester II. Registration Codes are not required for Summer Session registrations. Students will need to meet with their academic advisor in CASA or with their faculty advisor to get their registration code.

Can students register for one course in one semester and be on the waitlist for the same course in another semester?

The registration system will prompt a student to get on the waitlist for a course *only if* the course is full or if there is already a waitlist. If a student is notified that they may register for their waitlisted course and they are already registered for it in a different semester, the system will only allow them to have a

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registration in ONE section of the course, so they must choose in which semester they want to take it. The system will not allow an active registration in the same course for two different semesters.

I have a hold on my account. How will that impact my ability to register?

If you have a hold on your account which impacts registration, you will not be eligible to register for any future terms or make changes to any registrations that have already been processed until the hold is removed. Contact the office that is listed on your hold screen immediately to find out the next steps required to have the hold removed.