

Fall 2020

Registration Information

Undergraduate Day Division

PRE-REGISTRATION DATES:

End of Spring 2020	Advising	Registration
<u>Earned Credits</u>	<u>Dates</u>	<u>Date</u>
SENIORS (84 cr.)	Mar. 16-19	Mar. 20
JUNIORS (54 cr.)	Mar. 23-26	Mar. 27
SOPHMORES (24 cr.)	Mar. 30-Apr. 2	Apr. 3
FIRST-YEARS (0-23 cr.)	Mar. 30-Apr. 2	Apr. 3

REGISTER: online through my.westfield.ma.edu. Enter "FALL 2020" and this screen will show your class level and any holds that must be cleared.

CHECK HOLDS: on the Registration page. Holds can be added at any time, please check often!

MEET YOUR ADVISOR: during your class advising week. Print, review and bring your degree evaluation to your advising appointment. Print your degree evaluation: myWestfield – Academics – Academic Records – Degree Evaluation. You will obtain your **pin and advising form** from your advisor.

SEARCH COURSES: on the Registration page to find class days, times and restrictions.

ADD/DROP

***Online**-August 27 – September 8, 2020. **In-Person** September 2-8, 2020, 8:30AM-5:00PM.
 Online Registration is 7:00am – 11:00pm **In-Person** 8:30AM – 5:00PM Parenzo Hall 107
 *Enroll up to 18 credits *Reserved seats open to all *Major restrictions & pre- requisites remain

REGISTRATION ERROR MESSAGES

"College Restriction": This message will appear if you try to register into a DGCE (501) course. DGCE classes are available to Day Division Students on a space available basis beginning the first day of classes and can be added online or in the Registrar's Office.

"Closed Section": The course is full-try another section. **"Closed Section-X":** This section of a cross-listed course is full-try another section.

"Closed to your class or Major/Reserved": Some courses have seats reserved for each class level; your class level has no more available seats-try another section.

"Corequisite (course) required": You have tried to register into only one of two connected courses-register for both courses.

"Link Error": You have tried to register into only one of two linked courses; you must register into both.

"Major Restriction": Some classes are restricted to students in a specific major. LIBA/UND students please go to Parenzo K/L for assistance.

"Missing prerequisite, cannot add": You have not completed a prerequisite.

"Student not Eligible to Register on Web": Registration is not yet available for your class.

Pin Registration Message – If you try to register before registration is open you will receive the following messages.

If your PIN is GOOD: "you are not permitted to register at this time"

If your PIN is BAD: "authorization failure-invalid alternate PIN"

FALL 2020

EXAM SCHEDULE

December 17, Thursday
 December 18, Friday
 December 21, Monday
 December 22, Tuesday

MONDAY/WEDNESDAY/FRIDAY

First 8:15-9:05/7:50-9:05
 Second 9:20-10:10
 Third 10:25-11:15
 Fourth 11:30-12:20
 Fifth 12:35-1:25
 Sixth 1:40-2:30/1:40-2:55*
 Seventh 2:45-3:35/3:10-4:25*
 Eighth 3:50-4:40

CLASS TIMES

TUESDAY/THURSDAY

First 8:15-9:30
 Second 9:45-11:00
 Third 11:15-12:30
 Fourth 12:45-2:00
 Fifth 2:15-3:30
 Sixth 3:45-5:00