

### **ALTERNATE REGISTRATION PIN**

Students will be issued an Alternate Registration PIN by their advisor or academic department after they have been advised. You will be prompted to enter this alternate pin when you attempt to register for the Spring 2020 semester. Although the registration window is not open, you can check the accuracy of the pin by selecting “add or drop classes” on the academics tab of myWestfield before your registration day. When prompted enter your alternate PIN number:

	Message
If your PIN is <u>GOOD</u>	“you are not permitted to register at this time”
If your PIN is <u>BAD</u>	“authorization failure - invalid alternate PIN”

### **POSSIBLE ERROR MESSAGES:**

“**College Restriction**” This message will appear if you try to register into a CGCE (501) course. CGCE 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 – Class Full**” 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/Major/Reserved**” Some courses have seats reserved for each class level; your class level has no more available seats - try another section.

“**Cohort Restriction**” Course restricted for first-year students only

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

“**Link Error**” You have tried to register into only one of two linked course; 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 - see dates on cover.

If you receive a message you do not understand you may inquire in Parenzo 107 during Registration or ADD/DROP.