

Registration for returning, degree-seeking students in the College of Arts and Sciences for the Easter 2025 semester is scheduled for the following four evenings:

- **Sunday, April 13**
- **Monday, April 14**
- **Monday, April 21**
- **Tuesday, April 22**

Waitlists will open the evening of **Thursday, April 24**.

Schedule of Classes

The Schedule of Classes is available on the University Registrar's website [here](#). Consult the schedule frequently as sections may be added or canceled. Meeting times, prerequisites, professors, enrollment caps, reserved seating, and restrictions are subject to change.

Advising PIN

You must obtain your advising PIN from your advisor before you can register. We encourage you to schedule an advising meeting as soon as possible. Advisors also have the option of making your registration PIN visible to you via your Student Success Portal in addition to telling you the number. **Please make certain to have your PIN available before registration opens.** Only your advisor can make the PIN available to you, and you should not anticipate being able to reach your advisor on the evening of registration. Your PIN will display as invalid if you try to use it before registration opens. **Neither the Registrar's nor Student Success Offices are able to provide you with your PIN.**

Reminder: An advising PIN is required to drop a course so you will need to retain it throughout the semester.

Financial Responsibility Statement

In order to register for the upcoming semester, you must accept the terms of a Financial Responsibility Statement that is available through your Banner Self-Service account. You may accept the financial responsibility agreement any time prior to April 13, so please log in now to complete this process. Step-by-step instructions are available [here](#). If you plan to complete the Financial Responsibility Statement just prior to registration, remember to log in a few minutes early so you have time to review and accept the statement before your registration window opens. If you decline the agreement, you will not be permitted to register.

If you have any questions regarding the information contained in the Financial Responsibility Statement, contact the Student Accounts Office at 931.598.1347 or studentaccounts@sewanee.edu.

Registration Holds

Registration holds will prevent registration for students with an incomplete or unmet obligation.

To determine if you have a hold preventing registration, log in to your Banner Self-Service account and follow these links: Student Services → Registration → Check Your Registration Status. Check for registration holds frequently as they are activated and deactivated on a rolling basis.

Contact the appropriate office now to clear any registration holds. A hold based on an overdue financial account can be activated and deactivated only by the Student Accounts Office. Contact that office at 931.598.1347 or studentaccounts@sewanee.edu to discuss your account status.

Registration Priority and Registration Windows

Students will be able to register for one full course (or the equivalent) each evening. In this way, each student in the College will register for one course before any student registers for a second, each student will register for a second before any student registers for a third, and so on.

Student registration windows are prioritized by Order of the Gown status and the number of semester hours earned as follows:

Registration Opens	Status	Semester Hours Earned
7:45 P.M.	Gowned	96 or more
8:00 P.M.	Not-Gowned	96 or more
8:15 P.M.	Gowned	64 or more
8:45 P.M.	Not-Gowned	64 or more
9:15 P.M.	Gowned	32 or more
9:45 P.M.	Not-Gowned	32 or more
10:30 P.M.	Not-Gowned	Fewer than 32

Note that your registration time is based on the number of hours you have successfully completed, which does not include the current semester's in-progress hours. Consult your Banner Self-Service account to determine when your registration windows open.

Log in to your Banner self-service account and follow these links: Student Services → Registration → Check Your Registration Status.

Students may register only after their registration windows open. Registration windows opening from April 13 through April 22 will remain open until 4:00 P.M. the following day. After the waitlist sign-up window opens on April 24, registration will remain open through 11:59 P.M. on June 30, after which registration will close for all continuing students until early August.

Your Registration Strategy

In order to ensure a workable four-course schedule that meets your needs, you must consider carefully and prioritize your choice of courses. You should register for those courses you need before those you merely want, especially if you are a junior or senior. It can be difficult to distinguish between “need” and “want;” however, if you are a junior or senior, you should register first for those courses that you must complete in order to satisfy degree and major

requirements. If you are uncertain which courses you need, please consult with your advisor and review your progress in meeting degree requirements through the Sewanee Online Degree Audit system (SODA).

Registration for Independent Studies, Honors Theses, Tutorials, Directed Reading Courses, etc.

Registration for independent studies and similar courses is completed online. Students require a registration override from the supervising faculty member prior to registering for the course. When the credit for the course is variable (two or four semester hours), the number of credit hours defaults to two credit hours. Students seeking four hours must adjust the amount of credit. Detailed information about registering for these courses and adjusting variable credit hours is available [here](#).

Registration for Physical Education Courses

Students may register for a physical education course in addition to a course for credit on any evening of registration.

Automatic Waitlisting

Please follow these [step-by-step instructions](#) for adding your name to a waitlist. You may add your name to no more than four waitlists. Those who sign up for more than four waitlists will be dropped from lists added after the fourth. A student who wishes to add his or her name to a waitlist after previously signing up for four others should first drop one of the earlier waitlists. More information about automatic waitlisting can be found at our [waitlisting FAQ](#).

Contact Us

We are available at 931.598.1731 or registrar@sewanee.edu.

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