

### Course Registration Details:

- **When are the Registration Dates/Times?**  
The Registration Day/Time is posted in OneStop and all students will receive customized email by the Office of the Registrar the week prior to their Registration Date, with their exact date/time.
- **Where can I find the Registration PINs?**  
Undergraduate students need a PIN to register for Fall courses. They do not need a PIN to register for Summer courses. Advisors can find the PIN on the student's Profile page in Navigate (Enrollment Goal field) and in Banner (under the Student Search option).
- **Course Schedule tools - What's the Student Schedule Planner?**  
The "old" course schedule tool is available via BannerWeb. Courses for Summer/Fall/next Spring are available. The Student Schedule Planner is a new course schedule search option for students to use as they plan their courses; it's awesome and students will love it. PLEASE encourage students to use Schedule Planner. To learn more visit: Schedule Planner and Schedule Planner Quick How-To Video.
- **What's ONESTOP?**  
You and students should refer to the ONESTOP WEBPAGE for information and links for all student-facing offices (academic advising, registrar, financial aid, etc.), including contact information/LIVE CHAT for key departments and registration and academic forms. This page is a one you should bookmark and use often.

### Academic Advising Center Support for Students and Faculty Advisors:

- **When to use Academic Advising Centers?**  
The Academic Advising Centers are here to help students and faculty navigate the university systems. This Academic Advising webpage is one you should bookmark and refer to often.  
**Appointments:** If your advisees need additional support, want to explore other majors, or have questions about the LEP, university-wide policies/procedures or registration, please refer them to your major's Academic Advising Center via this link: Meet with an AAC Advisor. Same-day appointments are available, so refer students in need of immediate support to this option.  
**Email/Phone:** Faculty and students can always email or call their AAC advisor or AAC faculty coordinator with questions or for assistance in navigating university procedures and policies - AAC contacts.
- **Concerned about a student? Refer the student using ALERTS in Navigate.**  
If you have serious concerns about an advisee and want to be sure the appropriate department on campus reaches out to the student directly, please use the "Issue an Alert" option in Navigate. Alerts can be issued to the Academic Advising Centers and other departments/resources on campus, including the Dean of Students and Academic Success Center. See this link for more details about the reasons you would "issue an alert" and for a How to Video.
- **Want to learn more about academic advising?**  
We have a Faculty Advising Resource Page with videos, sign-ups for trainings, and other resources. Check it out. Can't find what you need, reach out to your AAC Faculty Coordinator or Helen Marx Helen Marx, Faculty Director of UG Advising! We are here to support you.
- **Unsure how to use Navigate?**  
We are here to help you use Navigate. Check out our Navigate Webpage for guides and videos and to sign up for trainings. Or email navigatehelp@southernct.edu or call (203) 392-7299 for assistance. And sign up for f2f Navigate Training Session.