

HARTWICK COLLEGE PRE-REGISTRATION FOR JANUARY & SPRING 2012

If you are pre-registering using e-Reg –STOP– you do not need to fill out this form; add courses to your Course Planning Worksheet online and have your advisor approve them electronically. Do not use this form to pre-register for Independent/Directed Studies, Internships or Senior Thesis/Projects.

Name _____, _____ Student ID # _____ Date _____
Last First

Major _____ Daytime Phone # (_____) _____ Campus Box# _____

If you do not have a pre-requisite (PR) for a course or a course requires instructor permission (PM), the instructor must issue his/her approval in the last column.

January Course Selection

SYN# (ex. 24561)	Dept/Course#/Sec# (ex. ACCO-142-01)	Title (ex. Principles of Accounting II)	Repeat? Yes or No	#Cred (ex. 4)	Instructor Permission for permission only or lacking pre-requisites (end date req'd)

Spring Course Selection

SYN# (ex. 24561)	Dept/Course#/Sec# (ex. ACCO-142-01)	Title (ex. Principles of Accounting II)	Repeat? Yes or No	#Cred (ex. 4)	Instructor Permission for permission only or lacking pre-requisites (end date req'd)

Alternate Courses

SYN# (ex. 24561)	Dept/Course#/Sec# (ex. ACCO-142-01)	Title (ex. Principles of Accounting II)	Repeat? Yes or No	#Cred (ex. 4)	Instructor Permission for permission only or lacking pre-requisites (end date req'd)

BEFORE ATTEMPTING TO OVERLOAD, TALK WITH YOUR ADVISOR ABOUT YOUR PLANS.

A student with a current cumulative grade point average of 2.00 or higher & no outstanding incompletes may pre-register for up to 20 credits in Spring term with his or her advisor's approval and 4 in January Term. If you want to overload and do not meet the GPA requirement or you want to pre-register for 21 or more credits, you must petition the Committee on Academic Standards for permission. Submit your completed petition at the time of course registration to have the course(s) entered pending approval. If your petition is not approved courses will be removed from your schedule to ensure you are registered for an acceptable credit load.

Student Signature: _____ Date: _____

Advisor Signature(s*): _____ Date: _____

_____ Date: _____