

# Important Advising & Registration Information for Continuing RSC Students

Registration for next year, **Fall 2009** and **Spring 2010**, begins on **Monday, March 16<sup>th</sup>**! See below for a list of important dates and links to help get you ready.

**Monday, February 16<sup>th</sup>:** 2009-2010 Courses will be posted on SageAdvisor  
<https://leo.sage.edu/SageAdvisor/SageAdvisor>

**February 16<sup>th</sup> – March 6<sup>th</sup>:** Meet with your faculty advisor(s)

SageAdvisor provides you with the name of your advisor(s) and their contact information under “My Profile,” if you are unsure of whom to contact.

\* Students will not be permitted to register without being “cleared” by their advisor, so please begin making your advising appointments soon.

**Academic Program Evaluation/Degree Audit**

Assess your progress toward your degree and identify the courses that you need to take by printing an Academic Evaluation through SageAdvisor under the Academic Profile links in the Student Menu. If you need assistance reading the report, consult your advisor or  
<http://old.sage.edu/sca/resources/advisement/documents/HowtoReadYourAcademicEval.pdf>

**Consult the College Catalog:** <http://catalog.sage.edu/>

Note that your Catalog year typically coincides with the year you entered Sage.

**Create a preliminary schedule:** [https://www.sage.edu/rsc/assets/Schedule\\_Worksheet.pdf](https://www.sage.edu/rsc/assets/Schedule_Worksheet.pdf)  
Obtain a blank schedule form online to lay out a potential 09-10 schedule.

**Week of March 16<sup>th</sup>:** Online Registration Begins by Class Level

- March 16<sup>th</sup> at 12:01am - Seniors (with 87+ credits) can register online
- March 17<sup>th</sup> at 12:01am - Juniors (with 54-86 credits) can register online
- March 18<sup>th</sup> at 12:01am - Sophomores (with 24-53 credits) can register online
- March 19<sup>th</sup> at 12:01am – First Year Students (with 0-23 credits) can register online

**“OPEN REGISTRATION PERIOD” MARCH 16 - APRIL 30:** NO DEPOSIT REQUIRED

Students who register before May 1<sup>st</sup> will not have to pay a registration deposit.

**AFTER MAY 1:** Students **will be required to pay a \$100 registration deposit** before they can register for 09-10 classes. This deposit will go toward fall tuition. After May 1<sup>st</sup>, students can pay their deposit online through *SageAdvisor* or in the Student Services office (Cowee Hall).

**IMPORTANT NOTE:** You will not be permitted to register if you have a **HOLD** on your account. If you suspect that you owe money for this semester or that you may have some other hold on your account, check your Student Profile in *SageAdvisor* to see if one is listed.

**SageAdvisor Tutorial:** If you need assistance with navigating *SageAdvisor*, you can view an online tutorial at: [http://www.sage.edu/rsc/assets/SageAdvisor\\_Tutorial.ppt](http://www.sage.edu/rsc/assets/SageAdvisor_Tutorial.ppt)