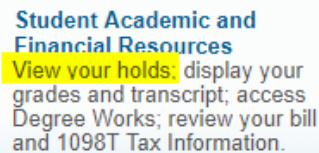


Welcome Back!

✓ Add/Drop starts Monday, 8/26/19, 8:00am

- All registration activity is taking place on [myPlymouth](#). Be sure to log in!
- Check for holds – many registration activities will be prevented if you have a hold



Student Academic and Financial Resources
View your holds; display your grades and transcript; access Degree Works; review your bill and 1098T Tax Information.

- If you are registering for a Variable Credit Course – select the proper credits as you are registering. You may not be able to change the credits at a later date!

✓ Add/Drop ends Tuesday, 9/3/19, 4:00pm

- ✓ **To receive your Financial Aid disbursement, you MUST attend classes.** It is your responsibility to go to class and ensure that your professor knows that you are present.
- ✓ Please refer to your email for a summary of changes to Academic Policy for 2019/20
- ✓ **It is your responsibility to review your [DegreeWorks](#) to ensure that you are on track for graduation on time (i.e. 4 years for undergraduate)**

✓ Overrides come from the Professor – if you need one, this is what you should know

- **Program Requirements** – permission is needed from the professor to bypass the requirement (*pre-requisites, co-requisites, class level, program/major restriction, and/or signature required*) on the course. Once the instructor has granted you permission, go into [myPlymouth](#) and register for the course.
- **Enrollment Limit** – if a course is full, you need authorization from the professor to be overloaded into the course. Once the instructor has granted you permission, go into [myPlymouth](#) and register for the course.
 - You will need to enter the CRN number directly in the Add/Drop registration screen in order to register otherwise you will get an error.
- **Time Conflicts** – occurs when you are trying to take two courses that overlap, even if one ends and the other starts at the same time. Once the professor has granted you permission, go into [myPlymouth](#) and register for the course.
- **Credit Overloads** – undergraduate students enrolling in more than 17 credits requires a [paper Overload Request form](#) with signatures as required. Bring the paper form to the Registrar's Office in Spear 115.
- **Duplicate Topics** – if you are registering for a repeatable Topics or Practicum course, and you get an error when trying to register, you will need the professor to provide an override. Once the instructor has granted you permission, go into [myPlymouth](#) and register for the course.