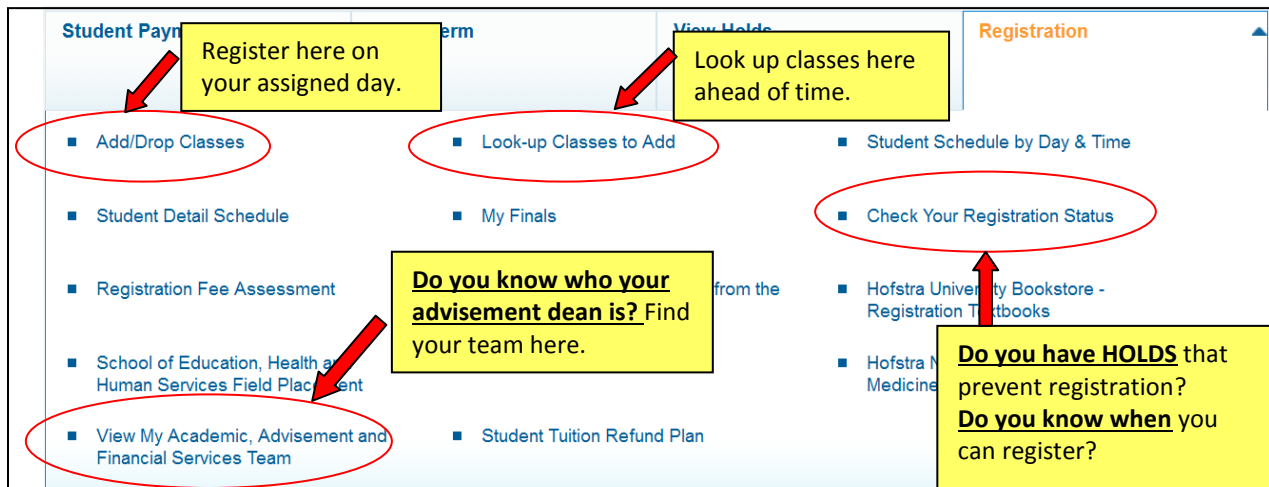


PREPARING FOR REGISTRATION

1. **Look at this website:** Hofstra.edu/registrar Click on **registration** and watch the video (FAQs here too).

2. **Get familiar with the portal screens:**



3. **Make sure your AP, IB, and/or transfer credits are posted and the credits are counting:**

On the portal: **Hofstra online** -> **Student Records** -> **Transcripts**

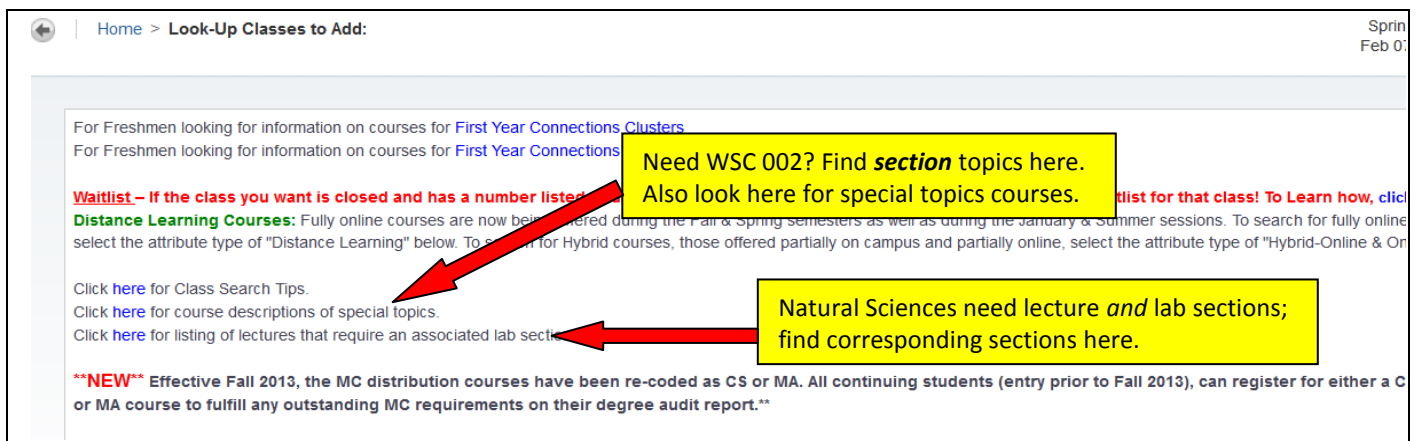
Your transfer credit should be posted first, with the number of credits assigned. If you don't see them or they have "0" credits assigned, Admissions may not have received your scores or final transcript. Contact Admissions or your Advisement Dean!

4. **Read your Degree Audit** (Portal -> My Apps -> DW (Degree Works))

5. **See your major advisor** if you have a declared major or know what you want to declare.

6. **See your advisement dean:** Call the Center for University Advisement for your appointment 2-3 weeks ahead of your registration date! **516-463-6770** (101 Memorial Hall) or **516-463-7222** (107 Student Center) (Required for First Year students and those on probation in order to receive your PIN)

7. **Search for classes:** Be sure to read the top of the search page – it looks like this:



8. **Make your plan**, and have alternatives ready in case the courses you want are full.

9. **Read your Degree Audit again** to make sure your classes appear where you expect them to.