Guidance for Faculty and Advisors for upcoming Registration

The winter 22-23 and spring 2023 schedules are now available. This email will help you to prepare for the advisement period.

Winter session is a great time to catch up or get ahead. Students can register for winter session for up to 4 credits. Registration for winter begins on November 7.

Schedule Planning

Your advisors need to review the schedule. This is an important meeting to:
- Check in on their progress toward degree by reviewing the progress report.
- Confirm their scheduling choices.
- Provide registration clearance. Go to my.newpaltz.edu > Advising Menu > Advising Listing.

Students build their schedules and register for courses in My Schedule Planner. Make sure to check their progress report.

Make the most out of advisement sessions

Submit any necessary plan amendments to help student avoid graduation deficiencies. Go to my.newpaltz.edu > Advising Menu > Progress Report Changes.

We've added modules available for learning about making progress report changes.

Teaching Mode Update

The schedule has been updated with more information on how a course is delivered. You can find this information in the Schedule of Classes or My Schedule Planner.

Did you know?

...that only students who have advisor clearance and are free from registration holds can register. Registration starts on November 7. Undergraduate students register by time assignment starting the week of November 14.

...that only students who are compliant with the vaccine policies will be able to register for in-person classes. The COVID vaccine mandate is in effect for all SUNY students to enroll for in-person classes. If your student is still not vaccinated, they will not be able to register for in-person classes. Please encourage your students to upload their documentation to the vaccine portal.

... that students will be informed of Major/Minor declaration moratorium. When we announce the availability of the spring 2023 schedule, students will also be informed about the major/minor moratorium. We encourage students to declare prior to October 30. This is meant to support departments during the busy advising season. The moratorium is posted in the Academic Calendar for October 31 - November 20.

Don't want to participate? Departments that do not wish to participate in the moratorium can continue to submit the Declaration of Change to have students declared in the major or minor.

Have questions? Need help? You can visit our website for more information or contact one of our advisors at recreg@newpaltz.edu or (845) 257-3100 or visit the Office of Records & Registration in Wooster Hall in room 115, M-F 8:30-5:00.