Office of Records & Registration



Start Planning Your Schedule for Summer and Fall

The summer 22 and fall 2022 <u>schedules</u> are available. Now is the best time to start planning for the next semester.

Summer is a great time to catch up or get ahead. Students can register for winter session for up to 12 credits. No excess credit is permitted. Registration for summer begins on **April 11**.

Starting building your fall 2022 schedule

<u>My Schedule Planner</u> is the program used to plan your schedule, register for courses and change your schedule, during registration. Go to **my.newpaltz.edu > Registration > My Schedule Planner**

- Students can view all possible schedules for their course list and favorite schedules
- Student can also plan breaks, work schedules and more

New!

- Students can create a schedule using just the course CRN
- Once registered, students can add courses by CRN to an existing schedule

Learn more about using My Schedule Planner

UNDERGRADUATE COURSES

CRN	ų	ourse	Sec	Title
<u>5625</u>	۶	/M100	01	Introduction to
				Communication

Avoid delays!

A little planning goes a long way in helping you to avoid common obtacles to successful registration.

- Know when to register
- Resolve any account hold. Go to my.newpaltz.edu > General > Holds
- · Meet with your advisor and get clearance to register
- Declare your major

Vaccine Compliance for *in-person* Classes

The COVID vaccine mandate is in-effect for all SUNY students to enroll for in-person classes. If you have uploaded your vaccine documentation in the vaccine portal, there is nothing further to do. If you still have documentation to submit or are unsure, go to **my.newpaltz.edu > View Your COVID-19 Profile**

Students who do not upload the required documentation will be blocked from enrolling for in-person classes. These students will only have access to fully online classes.

Major/Minor declaration moratorium

Planning to declare your major or add a minor? This is a great idea to do prior to registering for classes. Classes may be restricted to majors or minors. Students in a major or minor have access to these courses whereas other students will be blocked and require permission to register.

How do you declare a major or minor?

Declare your major or add a minor no later than March 28. Many departments will not declare new majors or minors March 28-April 29 to allow for time to advise current majors and minors.

Class Restrictions

Class restrictions can be found in the <u>Schedule of Classes</u> by clicking on the CRN or Title.

CRN 5551 Credits 3 Attributes • Liberal Arts

Restrictions

- Must have the following level: Undergraduate
- Must have the following major: Communication Disorders (588)
- Must not have the following class: Freshman

Have questions? Need help? You can visit <u>our website</u> for more information or contact us at recreg@newpaltz.edu or (845) 257-3100 or visit the Office of Records & Registration in Wooster Hall in room 115 Mon-Fri 8:30-5:00.

