INFORMATION FOR RETURNING STUDENTS

ONLINE PRE-REGISTRATION: Open August 6-August 26

The online registration system, Student Center, will be open August 6 through August 26 for you to make adjustments to your fall and/or spring schedules. Point your browser to the Current Students Landing Page at http://www.gettysburg.edu/current_students and click on the Student Center tab on the menu bar.

If you experience problems with the login or password, contact the College Help Desk at trouble@gettysburg.edu or call 717-337-7000. If you have questions about the registration process, e-mail registrar@gettysburg.edu or call the Registration Help Line at 717-337-6240.

We strongly urge you to make your schedule changes online during this adjustment period before returning to the campus. Beginning August 27, the first day of classes, students will need permission of the instructor to add or drop classes. Use the search features in Student Center to find open spaces in available courses. Remember, the normal load of enrolled and wait listed classes is 4 courses, unless you have petitioned for a course overload. Contact the Office of the Registrar at registrar@gettysburg.edu if you need to enroll in more than 4.00 units and have not yet petitioned to add the additional course.

We will be running the wait list process on a regular basis during this adjustment period. Wait lists will remain active until August 23 and then purged on August 24. After that point, departments and instructors have control of enrollment.

The Financial Services/Student Accounts Office will place a registration hold against the record of any student with a billing issue. You can avoid billing issues by making payments before returning to school. A registration hold puts your course schedule in jeopardy and prevents you from making any changes to your schedule. If you have a registration hold, contact the Student Accounts office for instructions as to what you must do in order to return you to an active status.

DROP/ADD PERIOD

The drop/add period for Fall 2018 begins August 27, 2018, and ends September 7, 2018. During this period students must adhere to the following procedure:
- Pick up an add/drop available in the Registrar's Office, CUB 270
- Fill out the form
- Obtain the instructor signature for each course being added or dropped
- Return the form to the Office of the Registrar for processing

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