

Fort Lewis College – Winter 2009 Registration Schedule

****** At Fort Lewis College, you register for courses via WebOPUS on your assigned days between the hours of 7:00 a.m. and 11:59 p.m. Mountain Time. **Your registration dates are based on your number of Previously Earned Credits.** "Previously Earned Credits" do **NOT** include your in-progress credits (your current registration) and do **NOT** include TRS (Basic Skills) courses. **Verify your number of Previously Earned Credits on WebOPUS** (see below). Once you are eligible to register per the schedule below, you may register then or at any time thereafter (until registration closes), **but not before.** **Winter 2009 registration via WebOPUS closes on the 5th day of classes, Friday January 16, 2009.** Refer to the *Academic Calendar* and the *Academic Policies & Procedures* sections in the 2008-09 Course Catalog for additional registration information.

Registration Schedule & Protocol for Continuing Students

Students **attending** FLC Fall 2008 - Register via WebOPUS after advising - Registration via WebOPUS closes the 5th Day of Classes.

Previously Earned Credits (see definition and instructions below)	First Day/Date You Are Eligible to Register via WebOPUS (register <u>online</u> this day or anytime thereafter until the 5 th day of classes of the Winter Semester)
80 or more earned credits AND has petitioned for graduation (Petitions due by the 5 th week of the term)	Monday, November 10, 2008
70 or more earned credits	Tuesday, November 11, 2008
55 or more earned credits	Wednesday, November 12, 2008
41 or more earned credits	Thursday, November 13, 2008
31 or more earned credits	Friday, November 14, 2008
21 or more earned credits	Monday, November 17, 2008
1 or more earned credits	Tuesday, November 18, 2008
0 earned credits (most 1 st time Freshmen)	Wednesday, November 19, 2008
Open Registration for Admitted Students Who Have Been Advised	Saturday, November 22, 2008 until the close of registration

How many credits have you earned?

- To see how many earned credits you have, log into your secure WebOPUS account and follow these links: Student Services → Student Records → Academic Transcript → Select Transcript Type (Student Copy) → Submit
- Scroll to the bottom of the transcript, to "Transcript Totals." Find the row labeled "Overall." Follow it over to the column labeled "Earned Hours." This number is your total earned hours at this time, including all transfer work that the college has accepted. Note: TRS courses are not counted in earned hours.

EXAMPLE:

TRANSCRIPT TOTALS (UNDERGRADUATE)						
	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	75.000	75.000	75.000	75.000	299.00	3.98
Total Transfer:	72.000	64.000	64.000	0.000	0.00	0.00
Overall:	147.000	139.000	139.000	75.000	299.00	3.98

3. Do you believe that you are missing credit?

A. If you believe you are missing **transfer** credit, scroll to the top of your WebOPUS transcript. Are all of your transfer schools listed? Are all earned hours included in the total for each school? Questions? Come to the Registrar's Office (160 Miller Student Services), and check to be sure we have received all of your transcripts. Still have questions: fill out a "Transfer Evaluation Inquiry." Do this early in the term! Do not wait until right before your registration date to ask questions!!

B. If you believe you are missing **credits from tests**, such as AP, CLEP, or credit by exam, scroll through the Fort Lewis portion of your transcript. If the credits you believe you earned via a test are not there, contact the Registrar's Office (970-247-7350).

C. If you believe you are missing credits earned via **military service**, you must provide the Registrar's Office with a copy of your DD-214, or you must ask your military branch to send an official transcript directly to the Registrar's Office. Contact the Fort Lewis College VA Certifying Official, Susan Foster (970-247-7374) for more information.