

Fort Lewis College –Summer and Fall 2017 Registration Schedule

At Fort Lewis College, you register for courses via WebOPUS on your assigned days.

- **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.**
 - **Summer 2017 registration via WebOPUS closes on Friday, May 5, 2017**
 - **Fall 2017 registration via WebOPUS closes Friday, September 1, 2017.**
- Refer to the Academic Calendar and the Academic Policies & Procedures sections in the 2016-2017 Catalog of Courses for additional registration information.

Registration Schedule & Protocol for Continuing Students

- **Register for Summer 2017 via WebOPUS by Friday, May 5, 2017**
- **Register for Fall 2017 via WebOPUS by Friday, September 1, 2017**

Previously Earned Credits (see definition and instructions below)	<u>First Day/Date You Are Eligible to Register via WebOPUS</u> (register online this day or anytime thereafter through the close of registration of the chosen term)
90 or more earned credits	Monday, March 13, 2017
60 or more earned credits	Thursday, March 16, 2017
30 or more earned credits	Monday, March 20, 2017
0 or more earned credits (most 1 st time Freshmen)	Wednesday, March 22, 2017
Open Registration	Monday April 10, 2017

Do you have any holds that will prevent you from registering?

To see if you have holds, log into your secure WebOPUS account and follow these links: Student Services → Student Records → View Holds. **Do this early in the term! Do not wait until right before your registration date.**

How many credits have you earned?

1. 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

2. 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. Scroll to the top of your WebOPUS transcript to view transfer credits.

Do you believe that you are missing credits?

Email the Registrar’s Office at registrar@fortewis.edu:

- If you believe you are missing **transfer** credits.
- If you believe you are missing **credits from tests**, such as AP, CLEP, or credit by exam.
- 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.