

Registration Problems and Solutions

***Please read the following BEFORE you contact an Advisor to ensure you are prepared when you call or e-mail for assistance. This will save time and ensure success with the registration process.**

Problem

How to Fix It

Pre-requisite and Test Score Error	You do not have the pre-requisite and you are not permitted to register for this course. *Note - If you have a course from another institution that was permitted for your program and meets the pre-requisites, please contact an Advisor.
College Restriction Error	You are not in the Faculty and need permission to register. Please contact the Faculty. *During registration, there are reserved sections labeled "R" for Family Social Science/Interdisciplinary Health students and you must register in these.
Class Restriction Error	You do not meet the credit hour numbers to register for this course. *Note – some courses are experiencing difficulties with this. If you do meet the credit hours, please contact an Advisor.
Time Conflict Error	You cannot register for this course because it is offered at the same date/time as another course you are currently registered in.
No Checkbox or C Error	This section is full or closed for registration. You will have to keep trying. Since the system is "live", if a student drops the course, you can automatically register for the spot.
Duplicate Error	You have already registered for this course in a different section.
Link Error	You are required to register for a lecture and lab. Ensure you are choosing both lecture and lab at the same time before submitting your registration.
Major Restriction Error	You are not in this major and are not permitted to register.

Repeat Exceeds Error 3	You have completed this course with a final grade. Limited Access is suspended.
Advisor/Department Head/Instructor Approval Error	You must seek permission for this course from an Advisor/Instructor/Department Head. *Depending on what is specified on the course description pre-requisites, please contact the person accordingly.
NR	It is not your day for registration or you have been away from the university and there is a hold on your account. *Note – if you have been away, please contact an Advisor.
Program Approval HOLD	You did not complete program planning in March/April and are blocked from registering. Choose your courses for Fall/Winter terms and e-mail it to an Advisor to release the hold. *You cannot register until this has been resolved.
Tuition Fee HOLD	Please contact Revenue, Capital and General Accounting at 474-9699. *You cannot register until this has been resolved.
Library Fees HOLD	Please contact the Library with which you have an overdue account. *You cannot register until this has been resolved.
Graduation Declaration HOLD	You are not permitted to register because you have declared that you plan on graduating. If you would like to register for the next session, you must re-apply as a “special student” in a Faculty that you plan on taking courses from.