

Are You Ready to Register? Go to *Ready, Set, Register!* to find out!

We want to make your registration experience easy and successful! On *MyJewell*, click on ***Are You Ready to Register?*** to get to the screen, ***Ready, Set, Register!*** for a quick glance at your status and to identify any issues you need to address prior to registration.

There are four categories to check your status: ***Registration Time, Advising, Financial Account,*** and ***CTI Capstone.*** The first three apply to ALL students. The last one applies *only to upcoming seniors* and will **not** prevent students from registering in any other courses.

- **GREEN = GO** – If you have a **GREEN LIGHT**, you are cleared in that category
- **YELLOW = CAUTION** – You will **NOT** be able to register until this light is **GREEN!** See examples under *Registration Time* and *Financial Account* to learn what you must do!
- **RED = STOP** – You will **NOT be able to register** if you have a **RED LIGHT** in any of the first three categories! (You will not be able to register for a CTI capstone course if you have a **RED LIGHT** in the last category.) See examples of **RED LIGHTS** below!

Here are **examples of what you might see** on this screen on *MyJewell*.

Registration Time: (*Tells you when and if you are eligible to register*)

- **GREEN:** You are cleared to register **NOW!** Register online at any time.
(Note: Since this will not be green until the minute you can register, you probably won't see it turn.)
- **YELLOW:** You will be able to register on ___(date)___ at ___(time)___.
- **RED:** You have **NO registration priority** at this time. Contact the Registrar's Office (Ext. 5129).

Advising: (*Lets you know if you advisor has cleared you to register*)

- **GREEN:** Your advisor has cleared you to register.
- **RED:** Your advisor has **NOT cleared** you to register – contact your advisor!

Financial Account: (*Your account balance must be ZERO to register*)

- **GREEN:** **No restrictions** on your account—you are cleared to register!
- **YELLOW:** Check your account! You will **NOT be able to register** until your account balance is **ZERO!**
- **RED:** A **RESTRICTION CODE** has been placed on your account! You will **NOT be able to register** until your account is cleared through the Business Office (Ext. 5163).

CTI Capstone Course Eligibility: (*Must meet certain criteria to be eligible*)

- **GREEN** **You will see ONE of the following:**
 - You are eligible to register online for a Fall CTI Capstone course.
 - You are eligible to register online for a Summer CTI Capstone course.
 - You are eligible to register online for a Spring CTI Capstone course.
- **RED:** You are **NOT eligible** to register for a CTI Capstone course. To appeal, email cticapstone@william.jewell.edu.

PLEASE NOTE: A **RED LIGHT** in this category will **NOT** prevent registration in other courses.

Ready, Set, Register! Screen on MyJewell for Students

(Sample Screen Shots from *MyJewell*)

Click on *Are You Ready to Register?* under *Registration* on the *Student's Menu* page of *MyJewell*:

CURRENT STUDENTS - WEBADVISOR FOR STUDENTS MENU

The following links may display confidential information.

Financial Information	Registration
Account Summary Account Summary by Term	Are You Ready to Register? Search for Sections Search/Register for Sections Register Previously Selected Courses
Financial Aid	Academic Profile
Financial aid status by year Financial aid status by term E-Award Letter	Grades Grades by Term Transcript Test Summary Transcript Request Status Enrollment verification request status My class schedule My profile
Communication	
My Documents E-mail My Advisor(s)	

Click here to access this screen!

You will see this screen—*Ready, Set Register!* This shows examples of what you might see:

CURRENT STUDENTS

Ready, Set, Register!

We want to make your registration experience successful. This page is provided as a quick glance at your account so you can identify issues, if any, which need to be addressed prior to registration.

- Registration Time:** You will be able to begin registering for 08/SU classes on 04/02/08 at 12:00AM.
You will be able to begin registering for 08/FA classes on 04/04/08 at 12:00AM.
- Advising:** Your advisor has NOT cleared you to register.
- Financial Account:** There are no restrictions on your account. You are cleared to register.
- CTI Capstone Course Eligibility:** You are NOT eligible to register for a CTI Capstone course. To appeal, email capstone@william.jewell.edu

OK

Check your status in four categories:

- Registration Time (yellow light is OK)
- Advising (must be green to register!)
- Financial Account (must be green)
- CTI Capstone Course Eligibility (only green for those eligible for capstone)

Please contact the Registrar's Office if you have any questions about this screen:
Nancy Erwine: erwinen@william.jewell.edu / Karen Weatherford: weatherfordk@william.jewell.edu

816-415-5979 or On-Campus Ext. 5129