

Cal Poly First-Time Freshman-

As a new freshman, you should have already received your Fall registration schedule. You will now have an opportunity to register for additional units, up to 16 total, during a special registration rotation period, August 18th - August 20th. For students wishing to carry up to 22 units, additional courses may be added during the Open Enrollment period, August 24th - September 17th. Important: Before making changes to your schedule it is highly recommended that you consult with an Academic Advisor first.

REGISTRATION INFORMATION... If you choose to add additional units to your pre-planned schedule:

- Plan your schedule in PASS prior to registering in CPReg
 - Use Internet Explorer (PC users) or Safari (MAC users) for best results.
 - Make sure to enter both components of Lecture/Lab related classes
- Register for up to 16 units during the Initial Rotation Period; Register for up to 22 units during the Open Enrollment Period.
- Be sure to Drop classes you do not plan to attend - this is YOUR responsibility!
- PRINT your final schedule for future reference!

WAIT LIST INFORMATION...

- Wait Lists will become available as courses close.
- IMPORTANT - Once a Wait List has been started, no enrollments will be allowed except through the normal nightly Wait List process - even if PASS indicates spaces are available.
- You will be automatically enrolled via the nightly Wait List process as seats become available - with the following exceptions:
 - you are already enrolled in a different section of the same course;
 - you have time conflicts;
 - you have reached the unit max;
 - you have not met enrollment requirements;
 - you have holds.
- Be sure to drop your name from Wait Lists for classes/sections you do not plan to attend - as soon as possible. You will be automatically dropped from additional waitlisted sections of a class once you've been enrolled through the Wait List process.
- Regularly check your schedule for automatic enrollments from Wait Lists.
- Wait Lists will no longer automatically enroll you in classes after September 17, 2009.
- Wait Lists are NOT VIEWABLE after September 17, 2009. KEEP A COPY OF YOUR SCHEDULE if you wish to view your waitlisted classes.

GENERAL INFORMATION...

- Keep your mailing address current via the portal for important communications i.e. graduation and transfer evaluations.
- For one-stop-service, you can log into the portal via my.calpoly.edu.
- Please send questions to registration@calpoly.edu, records@calpoly.edu, or evaluations@calpoly.edu.

For more information on Cal Poly's Registration dates, policies, and processes, visit <http://www.ess.calpoly.edu/records/registration/index.html>

Best wishes for a fun and successful career at Cal Poly!

Office of the Registrar
<http://www.ess.calpoly.edu/records/registration>
registration@calpoly.edu

Please note: This message (email) does not convey an official 'admitted' status for the recipient. All new students should check their official admission status on MyCalPoly under the 'Student Center.'