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### How do I register for classes?

Never fear! This packet includes directions for registering for your first semester at ECU!

1. Make sure you follow the instructions exactly.
2. Do not wait until your Orientation to register.
3. At your Orientation, an Academic Advisor will review your schedule.
  - a. If a schedule change is needed, you can do so through the first week of the fall semester.
4. **Courses fill up quickly, so register for your classes as soon as possible.**
5. If you were an Early College or Dual Enrollment student, make sure you submit a **final, official** transcript from your community college/university in addition to your high school transcript. Please email a copy of your COLLEGE transcripts to [THCASadvising@ecu.edu](mailto:THCASadvising@ecu.edu) if you need further guidance.

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### Registration Key Terms

<u>Academic Advisor:</u>	The staff member who will guide you through your degree. Academic Advisors assist with course registration and degree planning, among other duties.
<u>Add/Drop Period:</u>	A grace period at the beginning of each semester when you can add or drop a course without penalty.
<u>Course Load:</u>	The number of courses you are taking a semester.
<u>Credit Hour:</u>	You may also see this referred to as “semester hour credit.” Each course is assigned a number of credit hours that measures the instruction and learning for that course.
<u>Full-Time:</u>	To be enrolled as a full-time student, you should register for at least <b>12 credit hours</b> a semester.
<u>General Education:</u>	Requirements outside of your major that are chosen to give you a broad, “well rounded” education.
<u>Orientation:</u>	Required session/event where you will learn about campus resources, how you are expected to behave on campus (also known as a code of conduct), and will meet with an Academic Advisor.
<u>Pre-Requisite:</u>	Course or placement you must complete before taking a course.
<u>Semester:</u>	Measurement that divides the academic year into 15-16 week terms. The main semesters are Fall (August through December) and Spring (January through May); however, there are also shorter semester (8 week) options for some courses, as well as the Summer semester (May through August).
<u>Semester Hour Credit:</u>	A semester hour credit is how college courses are measured. It is defined by the Federal Student Aid Handbook as “one hour of classroom or direct instruction, plus a minimum of two hours outside class work per week, for fifteen weeks” (the length of a semester).



**Did you know?** If you want to complete your degree within 4 years, without enrolling in summer courses, you should register for *at least* 15 credit hours for the fall (and spring) semester.



Step One:

Click [HERE](#) to open a step-by-step, screenshot tutorial on how to register for classes.

Step Two: Choose your Fall Courses

1. Begin with the PRIORITY courses for your major. If those courses are full, you'll move on to the next step to continue registering for courses. You can check for open seats in priority courses until the first week of the fall semester.

Your PRIORITY courses:

<b>PSYCHOLOGY</b>	<p><b>PSYC 1000: Introductory Psychology</b></p> <p><i>It is recommended that you take this course in your first semester if possible.</i></p> <p>3 credit hours</p>
<b>NATURAL SCIENCE</b>	<p><b>It is strongly recommended that you take <u>either</u> a BIOLOGY or CHEMISTRY course with lab your first semester.</b></p>
<b>Biology</b>	<p>Register for BIOL 1100 &amp; 1101 Principles of Biology I with Lab</p> <p><b>Registration Instructions:</b>                  Certain Biology sections have been reserved for Biology/Biochemistry majors only (you'll see it in the course title) so you will not be able to take these sections. Register for a section that does not have that specification.</p> <p>You may choose any BIOLOGY 1101 lab once you have registered for BIOLOGY 1100 lecture.</p>
<i>or</i>	
<b>Chemistry</b>	<p><b>If you meet the placement below, and choose Chemistry instead of Biology, please register for CHEM 1150 &amp; 1151.</b></p> <p><b>If you do not meet the placement above, please register for remedial math.</b></p> <p><i>If you received AP, IB, or transfer credit for Calculus and receive a registration error when trying to register for Chem 1150 &amp; 1151, contact your advisor.</i></p> <p>Because you must take CHEM 1150 &amp; 1151 together, you must also register for them together. If you do not follow specific instructions, you will receive a "pre-requisite and test score" error message.</p> <p>4 credit hours</p> <p><b><u>Chemistry Registration Information:</u></b></p> <p><b>To determine if you can register for CHEM 1150 &amp; 1151, please review the following information based on your SAT/ACT/Placement Scores.</b></p>

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SAT Math	ACT Math	Math Placement Test Score	Registration Information
0-560	0-22	0-16 on 1 <sup>st</sup> test	<b>You will not register for Chemistry during your first semester.</b> You'll need to pass remedial math with a C- or higher, then pass MATH 1065 with a C or higher.
570-590	23-24	17 or higher on 1 <sup>st</sup> test	You will need to register for MATH 1065 first. Then, you will be able to add CHEM 1150 & 1151 to your schedule.
600 or higher	25 or higher	17 or higher on 1 <sup>st</sup> test <b>and</b> pass 2 <sup>nd</sup> test with 12 or higher	You can register for CHEM 1150 and 1151 without also taking a math course.

<p><b>Foreign Language</b>  <i>(Bachelor of Arts students only)</i></p>	<p><b>It is recommended that you start your foreign language study in the first or second year.</b></p> <p>You must take four levels of the same foreign language.</p> <p>Foreign language options are French, German, Greek, Japanese, Latin, Russian, and Spanish.</p> <p>An online placement survey for Spanish is <u>mandatory</u>—even for those who wish to enroll in level 1001.</p> <ul style="list-style-type: none"> <li>Survey information can be found <a href="#">here</a>.</li> <li>Log into <a href="#">Canvas</a> to take the placement survey.</li> </ul> <p>An online placement survey for French, German, and Latin is <i>optional</i>.</p> <ul style="list-style-type: none"> <li>Survey information can be found <a href="#">here</a>.</li> <li>Log into <a href="#">Canvas</a> to take the placement survey.</li> <li>Students with previous experience should take the survey in order to start at a higher level.</li> <li>Level 1001 is for students who have never had the language.</li> </ul> <p>Students who wish to take Japanese, Greek, and Russian who have no previous experience with the language can start with level 1001 (no survey required).</p> <ul style="list-style-type: none"> <li>There is no online survey for these languages.</li> <li>If you have previous experience in any of these languages, you can work with faculty on placement.</li> <li>Please visit this <a href="#">link</a> to contact appropriate faculty.</li> </ul> <p>Students who take the placement survey receive bypass credit without a grade, only upon successful completion of the course into which they place, as follows:</p> <ul style="list-style-type: none"> <li>Upon passing 1002, students receive bypass credit for 1001.</li> <li>Upon passing 2003, students receive bypass credit for 1001, 1002.</li> <li>Upon passing 2004, students receive bypass credit for 1001, 1002, 2003.</li> <li>Upon passing a course above level 2004, students receive bypass credit for 1001, 1002, 2003, 2004.</li> </ul> <p><b>Note: Do not attempt to register for a language class immediately after taking the Placement Survey.</b></p> <ul style="list-style-type: none"> <li><b>If you take a Placement Survey, the survey results will be reflected in your student record within 24 hours.</b></li> </ul> <p>3 credit hours</p>
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**Step Three: Additional Courses**



For financial aid, insurance, and tuition purposes, you will likely want to register for at least 12 hours. If you did not get 12 hours from the suggestions in Step Two, please choose additional courses from the examples below.

<b>Social Science</b>	<p>Any General Education Social Science course(s). Click <a href="#">HERE</a> for options.</p> <p><i>You can take up to 2 in this category in your first semester.</i></p> <p>3-6 credit hours</p>
<b>Humanities</b>	<p>Any General Education Humanities course(s). Click <a href="#">HERE</a> for options.</p> <p><i>You can take up to 2 in this category in your first semester.</i></p> <p>3-6 credit hours</p>
<b>Fine Arts</b>	<p>Any General Education Fine Arts course(s). Click <a href="#">HERE</a> for options.</p> <p><i>You can take up to 2 in this category in your first semester.</i></p> <p>3-6 credit hours</p>
<b>MINOR</b>	<p>A minor is optional in this major.</p> <p>You can find a list of minors <a href="#">HERE</a>.</p> <p>Most minors require 18 to 24 credits.</p> <ul style="list-style-type: none"><li>• Start with a 1000 or 2000 level course in that area.</li><li>• You may also choose to complete a double major.</li></ul> <p>3-6 credit hours</p>
<b>English</b>	<p><b>ENGL 1100:</b> Foundations of College Writing</p> <p><i>You can take this in fall or spring your freshman year.</i></p> <p>3 credit hours</p>
<b>Health</b>	<p><b>HLTH 1000:</b> Health in Modern Society <u>Or</u> <b>RCTX 2200:</b> Principles and Practices in Stress Management</p> <p>2-3 credit hours</p>
<b>Kinesiology</b>	<p><b>KINE 1000:</b> Lifetime Physical Activity and Fitness Lab</p> <p><i>You'll likely take KINE 1000 during your sophomore year or later.</i></p> <p>1 credit hour</p>



#### **Step Four: What else do I need to know?**

- If there is a course you want to take but it is closed, add yourself to a wait list. Wait list instructions are [HERE](#).
- Requirements for any major can be found in the [Undergraduate Catalog](#).
- Advisors are only an email away!
  - Email [thcasadvising@ecu.edu](mailto:thcasadvising@ecu.edu) from your ECU student account for assistance. Our Academic Advisors get a lot of emails and have a lot of students to help, but their goal is to return your email within two business days.

#### **Step Five: Use Your Resources**

Foreign Language Placement Testing: <https://foreign.ecu.edu/resources/placement-exams/>

General Education Course Options: Click [HERE](#).

Math Course Placement Information: <https://math.ecu.edu/placement/>

Registration Errors Explained: <https://advising.ecu.edu/registration-errors/>

Registration Tutorials: <https://registrar.ecu.edu/preparing-to-register/>

Undergraduate Catalog: Click [HERE](#).