



Web Registration Quick Reference

Instructions

1. Login to Campus Cruiser and find Web Advisor on your home page.
2. Under Registration, choose Search and Register.
3. In the Search/Register for Sections – Enter the Term, Subject and Course Number or Search by Dept (ex. ENG) and Click Submit
4. In the Section Selection Results area, put a check mark to select the course and click Submit
5. In the Register and Drop sections area, locate the course and select RG – Register and click Submit
6. *Pay your Tuition Online*

TIPS:

Please consult your advisor before registering online

Registering for classes not required for your program will not be approved for Financial Aid and/or Veterans Benefits and will delay your Graduation Date

Detailed Instructions for Web Registration can be found in the Guide to Web Registration located in MyWebAdvisor.

1. Log In

Log In ID: John_doe
Password:
Log In

2. Registration

Search for Sections
Search and Register
Express Registration
Register/Drop Sections

3. Search/Register for Sections

Term: 2011FA - Fall 2011
Starting On/After Date: Ending By Date:

Subject	Course Level	Course Number	Section
BUS - Business		110	01

Sections Meeting After: Sections Ending Before:

Mon Tue Wed Thu Fri Sat Sunday

Course Title Keyword(s):

Location: Academic Level:

Instructor's Last Name:

SUBMIT

4. Section Selection Results

Narrow my search:

Re-sort my results: TERM Term, Section Name

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Textbook	Available/Capacity	Credits	CEUs
<input checked="" type="checkbox"/>	Fall 2011	Open	BUS-110-01 (16885) Introduction to Business	Elizabeth City Campus	08/19/2011-12/16/2011 Classroom Hours Monday, Wednesday, Friday 09:00AM - 09:50AM, C Bldg, Room 207	S. Jackson	Textbook Info	30 / 30	3.00	

SUBMIT

5. Register and Drop Sections

ATTENTION - NEW POLICY - Tuition and Fees are due the day you register or add a class unless you have been approved for Financial Aid or a Third Party Vendor/Sponsor. You can also enroll in E-Cashier. See our website for info.

Name: Andrea W. Dance

Action for ALL Pref. Sections (or choose below):

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/Capacity
<input type="checkbox"/>	Fall 2011	BUS-110-01 (16885) Introduction to Business	Elizabeth City Campus	08/19/2011-12/16/2011 Classroom Hours Monday, Wednesday, Friday 09:00AM - 09:50AM, C Bldg, Room 207	S. Jackson	30 / 30
<input type="checkbox"/>	Summer 2011	ENG-111-S (18121) English Writing	Elizabeth City Campus	08/16/2011-07/26/2011 Classroom Hours Monday, Tuesday, Wednesday, Thursday, 09:00AM - 10:00AM, A Bldg, Room 122	S. Jackson	25 / 25

Current Registrations

Drop	Term	Pass/Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
<input type="checkbox"/>			You are not currently registered for any sections.					

If one of my choices is not available

6. Financial Information

Acct Summary by Term
Detailed Acct Statement
Pay on My Account
Setup Payment Plan
View My 1098-T Info