

Online Registration Guidelines

- Following are the guidelines for the process of online registration:

Undergraduate programs:

- Registration will start from January 7th, 2021.
- Students will be able to enroll for core courses and Program elective courses on the same day of their assigned registration.
- Students are free to add and/or drop courses during the assigned time on the day their registration is scheduled and open.
- The ERP system allows registration by assigning credit hours to each student. Credit hours per course are typically 3 credits per course however some courses may have 4 credit hours. Information regarding credit hours of each course and the maximum credit hours allowed in each semester is provided in the Program Announcement.
- Students will not be allowed to exceed their course limit allowed for a particular semester while registering for courses. *i.e. If a degree program requires 3 core courses and 2 elective courses in a particular semester, then registration will only allow a student to enroll for 3 core courses and 2 elective courses.*
- Multiple sections of the same course are counted as a single course.

MBA & MS programs:

- Registration for MBA Morning Program, MBA Evening Program and all MS Programs will be on January 8th, 9th and 11th, 2021, respectively.
 - Students will be able to enroll for core courses and Program elective courses on the same day of their assigned registration.
 - Students are free to add and/or drop courses during the assigned time on the day their registration is scheduled and open.
- An **online facilitation week** will commence before the start of the semester to accommodate unresolved issues related to registration.
 - Students must settle their financial issues and all other concerns prior to the start of registration to ensure their ERP is functional and active for registration.
 - Students with blocked ERP will not be able to register for their courses.
 - Students who have not successfully enrolled themselves in a course will not be allowed to sit in the class or give the exam.