

REGISTRATION QUESTIONS AND ANSWERS

Why should I meet with an advisor?

An advisor will help you plan your educational goals, provide resources, and recommend courses for your chosen major that will keep you on track to graduate as soon as possible.

Why do I have a hold on my account?

All TSU students who have not completed 60 credit hours will have an advisement hold that will prevent registration each semester until they have met with an advisor to plan their courses. After advisement, the hold will be lifted to allow registration.

Why do I still have a hold even though I met with an advisor?

The advisor lifts the hold for a *reasonable* time to allow registration. The hold is placed back on your account after that reasonable timeframe. **Always register within that given timeframe.**

Why do I see a pre-requisite error when I try to register?

A pre-requisite error usually means that you have not yet completed a course that is necessary for success in the course for which you are attempting to register. **See your advisor for assistance.**

What if I need Learning Support?

Your advisor will check your test scores to determine if Learning Support is required. If Learning Support is required, your advisor will recommend the following:

- ✓ If Learning Support is required for English 1010, you will also register for **English 1011**.
- ✓ If Learning Support is required for Reading, you will register for **UNIV 1011**.
- ✓ If Learning Support is required for Math, you will register for a **Learning Support section numbered in the 40s with a letter attached, for example 40Y or 42X**. You will automatically be placed in the correct workshop.
- ✓ Be aware that if required, **Learning Support is mandatory!** Failure to complete Learning Support requirements in a timely manner can prevent registration for some major courses in future semesters.

Why do I have a problem registering for my Biology class?

Biology classes and Biology labs are connected and **must be added together to avoid a registration error**. Follow these steps:

- ✓ Find the course section you want and add it to your worksheet. **Do NOT** submit changes.
- ✓ Search for the lab section you want and add it to your worksheet.
- ✓ When both the class and the lab have been added, submit changes.

Why should I look at the campus location of a class before registering for that class?

Some of the classes you will see on the schedule will meet in campus locations other than TSU's Main Campus. Since only 15 minutes are scheduled between class end times and start times, you must plan so that you will arrive at your next class on time. If you see **45M** as the campus location, the class is on **TSU Main Campus**. If you see **SAJ** as the campus location and **AWC** as the class location, the class is on the downtown **Avon Williams Campus**. Shuttle service is available to the Downtown Campus, but you must allow enough time between classes to allow travel between campuses. **Be aware that some courses on the schedule meet at locations that are not on either TSU campus. Be sure and check the campus location!**

What if I can't log-in to myTSU?

For log-in and password issues, contact the **Help Desk at 615-963-7777**. You may also access additional instructions/tutorials at <http://www.tnstate.edu/CIT/helpdesk.aspx>

Don't forget to Confirm Your Registration! For additional registration assistance, go to http://www.tnstate.edu/aeao/registration_help.aspx