

**Subject:** NOW AVAILABLE - Fall 2019 Schedule of Classes and Preregistration Info  
**Date:** Tue, 26 Feb 2019 09:11:26 -0600  
**From:** Adrienne Gaines <againes@hawks.huntingdon.edu>  
**Reply-To:** Registrar <registrar@hawks.huntingdon.edu>  
**To:** students@hawks.huntingdon.edu  
**CC:** faculty@hawks.huntingdon.edu, staff@hawks.huntingdon.edu

Good morning Students!

The Fall 2019 schedule of classes for the traditional day program is now available in Self Service!

<https://selfserve.huntingdon.edu/SelfService/Search/sectionsearch.aspx?sort=CourseId&num=10&year=2019&term=FALL&type=Trad>

**Please note that as previously indicated, the preregistration schedule for Fall 2019 will be different this year. Specifically, preregistration will open for Fall 2019 on the following schedule:**

- **March 4th, beginning at 6 AM, through March 6th, ending at 5 PM** - Students with **SENIOR** standing (90 + **completed** hours) and with **JUNIOR** standing (57+ **completed** hours) may register
- **March 11th, beginning at 6 AM, through March 13th, ending at 5 PM** - Students with **SOPHOMORE** standing (24 + **completed** hours) may register
- **March 18th, beginning at 6 AM** - Students with **FRESHMAN**, standing (0 + **completed** hours) may register
- **March 20th, beginning at 6 AM** - Students with Special (non-degree seeking), Transient, Readmitted and all other current students may register

Reminders:

- **Review the Core Transition Guidelines site for** applicable courses that substitute for core requirements due to curricular changes in the core.
  - (<http://hawk.huntingdon.edu/registrar/coretransition.html>)
- **All students who entered HC this Spring 2019 term are required to enroll in REL101 this Fall.**
  - Instructions on requesting permission to enroll through Self Serve are available online at [http://hawk.huntingdon.edu/registrar/Student%20Instructions%20SelfService\\_How%20to%20request%20permission%20to%20register%20for%20a%20course.pdf](http://hawk.huntingdon.edu/registrar/Student%20Instructions%20SelfService_How%20to%20request%20permission%20to%20register%20for%20a%20course.pdf)
- Students who **entered this academic year (2018-19)** should discuss with their advisor timing for taking **CALL200** (related to a CORE curricular change).
- Consider **Summer 2019 class offering** at HC as you plan your remaining classes. There have been new additions to the class offerings as well.
  - Summer Main Session I classes - <https://selfserve.huntingdon.edu/selfService/Search/SectionSearch.aspx?sort=CourseId&program=TRAD&advanced=true&num=200&year=2019&term=SUMMER&type=Trad&session=MSESI>

- Summer Main Session II classes -  
<https://selfserve.huntingdon.edu/selfService/Search/SectionSearch.aspx?sort=CourseId&program=TRAD&advanced=true&num=200&year=2019&term=SUMMER&type=Trad&session=MSESII>

**To ensure a smooth preregistration experience, please be sure to do the following:**

- View a check sheet of the core and major classes required for graduation  
<http://hawk.huntingdon.edu/registrar/checksheets/home.html> Be sure to review the checksheet from the catalog for your first semester at HC.
- Review your unofficial transcript in Self-Service for use at your advising appointment, including prerequisite requirements (located in the course description of each class in Self Serve).
- Make an appointment to meet with your advisor(s) as listed in Self-Service (viewable from the bottom of your current class schedule). **If you are changing your major, this must be done BEFORE the advisor within your intended major can review/approve your schedule.** Change of major forms are available online  
[http://hawk.huntingdon.edu/registrar/pdfforms/Change\\_Add%20Major\\_2018-19.pdf](http://hawk.huntingdon.edu/registrar/pdfforms/Change_Add%20Major_2018-19.pdf) or in the Office of the Registrar (WC 105)
- Log in to Self Service and check to see if you have a Stop Sign that indicates your "Account is on Stop List."
  - If your Stop is related to financial issues or health forms, please reference the email sent out by Student Accounts regarding the change in process and deadline to remain preregistered if you have outstanding financial or form obligations (sent by [studentaccounts@hawks.huntingdon.edu](mailto:studentaccounts@hawks.huntingdon.edu) on 2/20/19). Deadline for these issues are July 31st.
  - If your Stop List indicates **Missing Transcript**, please contact Ms. Meggie Bridges, Assistant Registrar, <https://www.huntingdon.edu/directory/ms-meggie-bridges-11/>
  - If your Stop List indicates **Must be readmitted**, please contact Ms. Laura Duncan, Vice President for Enrollment Management, <https://www.huntingdon.edu/directory/ms-laura-hinds-duncan-94/> for further instructions.

**If you have trouble logging in to Self-Service**, please open a Helpdesk (<https://helpdesk.huntingdon.edu/helpdesk/WebObjects/Helpdesk.woa>) or email [techteam@hawks.huntingdon.edu](mailto:techteam@hawks.huntingdon.edu) for assistance.

If you have any other questions, please email [registrar@hawks.huntingdon.edu](mailto:registrar@hawks.huntingdon.edu) , check out the Registrar's Office website for helpful information (<http://hawk.huntingdon.edu/registrar/home.html>), or stop by the Registrar's Office in Wilson 105.