### Spring 2019

#### Registration/Academic Advising Form

By published deadlines, please submit completed form to: Registrar’s Office, Boyden Hall, Room 003, Ground Floor, Bridgewater State University, Bridgewater, MA 02325; Fax 508.531.6101

**Enrolled and Admitted Students** should consult the full registration schedule available on the Registrar’s Office website.

**If you have not completed a course within the last academic year (three consecutive terms including the summer session),** you must first complete a Reinstatement form through the appropriate Admission Office (undergraduate or graduate) before you can register for courses.

**If you have never been enrolled,** you must first complete the Admission process through the appropriate Admission Office (undergraduate or graduate) before you can register for courses. This applies to both degree-seeking and non-degree students.

Web or in-person registration is recommended to ensure a space. Although students may register via mail or fax, delays may occur based on staff availability. Banner ID and PIN assistance may be found at [https://services.bridgew.edu/bannerid](https://services.bridgew.edu/bannerid) by logging in with your BSU e-mail name and password. **NOTE:** Students may NOT register for classes if an outstanding registration hold exists. Students may check for holds by accessing their online student record through InfoBear on the Student Portal.

Payment may be made by credit card or ACH electronic check through the eBill site on the Student Portal. Billing questions should be directed to the Office of Student Accounts at sao@bridgew.edu or 508-531-1225.

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<table>
<thead>
<tr>
<th>Banner ID</th>
<th>Last four digits of your SS#</th>
<th>Date of Birth (mm/dd/yyyy)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(Needed for ID purposes if Banner ID is not known)</td>
</tr>
</tbody>
</table>

**NAME (print):**

- **LAST**
- **FIRST**
- **MIDDLE**

**E-mail**

**Daytime Phone**

**RExMINDER:** Current or former students with a name, address or phone number change must submit a Name Change or Address Change Form. Forms are available at the Registrar’s Office website, or in the office.

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### *Required Section for ALL Degree-Seeking Undergraduate Students*

This form must be signed by your advisor(s) before you register; or web approval must have been granted.

- **Advisor’s Signature - Major 1**
- **Advisor’s Signature - Major 2**

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### REQUESTED COURSES

(If course prerequisites have not been fulfilled at BSU, documentation must also be attached.)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Section</th>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Ex. ENGL 101)</td>
<td>(Ex. 001)</td>
<td>(Ex. 11111)</td>
<td></td>
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</tbody>
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I understand that if I no longer wish to be enrolled in any of my courses, I must drop them via the Web through InfoBear or withdraw from them by submitting a Course Withdrawal Form by the stated deadlines posted on the Registrar’s Office website.

**STUDENT SIGNATURE (REQUIRED):**

- **Date**

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For additional information, click on the Registrar’s Office icon in the Student Portal. Contact registration@bridgew.edu if you have questions.