**How to Complete Registration**

Step 1: Make sure you have been accepted into the University and are eligible to register for classes. You are eligible if you are in good standing and do not owe money from previous semesters

Step 2: Complete the FAFSA for the current academic year and make sure your FASFA record is sent to SUBR by using the SUBR Federal School Code 002025

Step 3: Once your Financial Aid (pell grant, loans, work study, etc.) has been posted to your Self-Service Banner, review and accept your award for the year.

Step 4: Register for Classes! If you have earned fewer than 30 credit hours, you must see your CSS Coach first. If you have earned over 30 credit hours, you are eligible to create your own schedule BUT please visit your faculty advisor for your major for appropriate guidance.

Step 5: Pay your fees online in Self-Service Banner!