

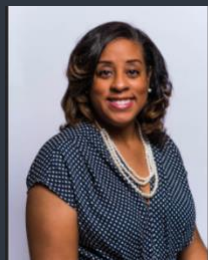
Leadership Team



Zackeus D. Johnson, Ph.D.
Executive Director



Runell J. King, Ph.D.
Director-Data & Retention



Avis O'Bryant-Chaney, M.Ed.
Associate Director-FYE/SYE



Jovan T. Thomas, Ph.D.
Assistant Director-Emerging
Jags & Transition Programs



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Registration & Enrollment Reminder!

Registration Steps

1. Complete & Confirm Financial Aid
2. Meet with your Advisor
3. Plan your Schedule
4. Check for Prerequisites and Co-requisites
5. Check your Registration Status and Confirm Appointment with your advisor
6. Register for Class
7. Double-Check your Schedule is Correct
8. Pay your Bill (Complete Payment) via Banner Self-Service

Registration Errors & Holds

The Office of the Registrar recommends that students ensure that their registration status and holds are all in good standing prior to the opening of registration. It is also recommended that student's review the University's catalog to become familiar with and research their required curriculum. If you encounter an error message not addressed on the University website or if you need further assistance, please contact our office at 225-771-5401 or email fye@subr.edu.

Registration Overrides

If a course requires a registration permit, closed, or prevents registration based on major, class, prerequisite, etc., students can request an override for permission into the course. All decisions regarding class overrides are made by the academic department that offers the course. You should submit your request via your University-issued email to the departmental email address or professor that you wish to contact. You can utilize the University's website to find the departments email address. Some departments/colleges have webforms that can be used to initiate your request, which are defined per the respective department/college.

University Withdrawal

While we are eager to keep you a member of the Jaguar nation, if you are unable to return, please notify the Registrars office with a notice/request to withdraw. We highly encourage you to complete our [Registration Survey](#) and share your experience and your intentions on returning to Southern University A&M College.