

MEMORANDUM

To: Main Campus Mental Health Counseling Students

From: Donna Brodsky, Operations Manager

Date: March 2008

Re: WEB Registration for Summer 2008

WEB registration for summer 2008 will be as follows. You must have completed the specified number of hours **prior to winter semester** in order to register during the designated dates:

45+ hours	03/24/08 – 04/30/08
36+ hours	03/28/08 – 04/30/08
24+ hours	03/31/08 – 04/30/08
12+ hours	04/04/08 – 04/30/08
under 12 hours	04/07/08 – 04/30/08

In order to register, you will need:

1. PIN (Personal Identification Number). Call (954) 262-4850 or e-mail pinhelp@nova.edu.
2. Access the Student Information System at: <http://webstar.nova.edu> to register.
3. Locate the CRN (Course Reference Number) on the schedule of the class for which you wish to register.
4. You cannot register if there are holds on your account.

We encourage you to meet with an advisor before registering in order to ensure that you are fulfilling your prerequisite courses in a timely manner. Either stop by the Master's Office or call (954) 262-5740 for an appointment.

FOR THOSE OF YOU REGISTERING FOR A MAIN CAMPUS WEEKEND FORMAT CLASS, SYLLABI WILL BE AVAILABLE ONLINE AT: <http://cps.nova.edu/programs/schedules.htm>.

As a reminder, the earlier you register, the better chance you have of securing the section of class you prefer. If you have questions, please call.

cc: Master's Staff