

MEMORANDUM

To: Main Campus Mental Health Counseling Students

From: Donna Brodsky, Program Manager

Date: November 2010

Re: WEB Registration Winter 2010

WEB registration for winter 2010 will be as follows. You must have completed the specified number of hours **prior to the fall semester** in order to register during the designated dates:

45+ hours	11/23/09 – 01/04/10
36+ hours	11/30/09 – 01/04/10
24+ hours	12/07/09 – 01/04/10
12+ hours	12/14/09 – 01/04/10
under 12 hours	12/21/09 – 01/04/10

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.

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