

# Registering for Classes

Most classes are typically three credits each and meet three hours a week for 16 weeks. However, SCF does offer classes that may have more flexible start dates. The days of the week are displayed on your class schedule as indicated below. Many classes will meet more than one day a week.

Sunday      Monday      Tuesday      Wednesday      Thursday      Friday      Saturday  
U            M            T            W            R            F            S

Below is an example (ENC 1101 - Written Communication I) that will meet two times per week (Tuesday and Thursday) from 1 to 2:53 p.m. No instructor has been assigned yet for this particular class.

ENC, English Communication																
Select	CRN	Subj	Crse	Sec	Campus	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date (MM/DD)	Location	Fees
<input checked="" type="checkbox"/>	30002	ENC	1101	03	Bradenton	3.000	Written Communication I	TR	01:00 pm-02:53	25	3	22	TBA	05/13-08/01	0025 00139	

Classes that meet once a week may be scheduled for an evening from 7 to 10 p.m., an afternoon from 1 to 4 p.m., or Saturdays from 9 a.m. to noon.


## Registration Codes

- NR = No Registration available. NR appears when registration is not available for a given course.
- SR = Student Restriction. SR appears on a class schedule when a student restriction exists. Students with an SR status are advised to check their registration status and then select the correct term for registration.
- CLOSED = Closed Restriction. Closed appears on a class schedule when a class section is full. If a class section is closed, continue to monitor for availability.

## Updating/Confirming Information Each Term

Every term upon your first access to registration, you will be prompted to review and update information related to your student account. You may also be presented with other information to review and acknowledge before proceeding to registration.

## Checking your Registration Status

1. Go to SCFconnect: At scf.edu, click  in the upper right hand corner of the site.
2. Enter your User ID and Password and click Login.
3. Click the Student tab.
4. Find the Registration Tool Channel and click Registration Status as shown below.
5. Select the appropriate term.


Your registration status screen indicates the dates you may register for classes. Also shown are Holds (they may prevent registration), Academic Standing and your Student Status.

If a "No Registration Time Ticket" message appears, contact Educational Records: records@scf.edu.

## Checking for Holds

If you have holds on your record that prevent registration, additional information will be available in the "View Holds" screen.

Scroll down to the bottom of the Registration Status Screen to "View Holds." Below is an example of a hold with "Originator" contact information.

 These are the holds on your record. If you have a registration hold you will not be allowed to register. If you have a grades hold you will not be able to view your grades. A transcript hold will prevent you from viewing your transcript.

Administrative Holds						
Hold Type	From Date	To Date	Amount	Reason	Originator	Processes Affected
Developmental Hold	Mar 26, 2013	Dec 31, 2099	12 hour max	(941)752-5035; 408-1300,x65035	Registration	

If you have a hold(s), please contact the department or individual by telephone as listed under "Originator."

