

GENERAL REGISTRATION POLICY

Registration

Semesters

Under the Hiram Semester Plan, **each 15-week fall and spring semester is comprised of parts of term: the 12-week and the 3-week, with two 8-week parts of term.** Each part of term, 12-week, 3-week, and 8-weeks are an integral component of the 30-week academic calendar year.

Advising and When to Register

All students must register for classes during the scheduled registration period each semester. Prior to registration, students must meet with their advisor to plan their academic work for the coming term. Transfer students admitted to the College, after paying the non-refundable financial deposit and meeting with an academic advisor, may register at any time on or after their priority registration date for their class.

Alternate PIN

Alternate personal identification numbers are used to access registration via the web. Advisors share a student's Alternate PIN at advising.

Changing Registration

Students are responsible for completing all course requirements. A student must register for a course through the Web or by submitting to the registrar's office a registration form to earn credit. After registration, any changes in schedule are in accordance with the College's registration policy.

Full Term Enrollment

All full-time on-campus students must engage in a 3-to-4-hour course block during the 3-week part of term in each fall and spring semester enrolled at Hiram College. Graduating seniors who have completed all requirements for graduation at the end of the final 12-week part of term of their senior year may request a waiver for coursework in the 3-week part of term from the associate dean. Only students registered in a course block during the 3-week part of term may reside in the residence halls during the 3-week. Any requests for an exception to this policy must be made to the Office of Residential Education and Commuter Services.