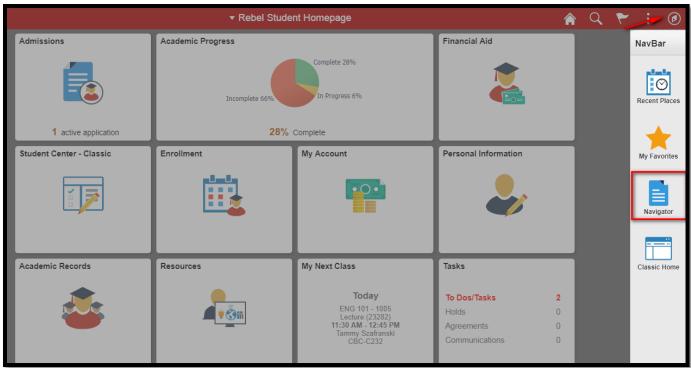
## **Enrollment Appointments**

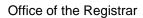


Office of the Registrar

Each Semester (Fall, Spring, Summer) You will receive a Priority Registration Appointment. This appointment is based on your academic level for each semester. This allows students who are closer to completing their degrees to have priority when enrolling in the courses they need to graduate. For information on registration, or to get a general idea of when your enrollment appointment might be, please visit: https://www.unlv.edu/registrar/registration-guide

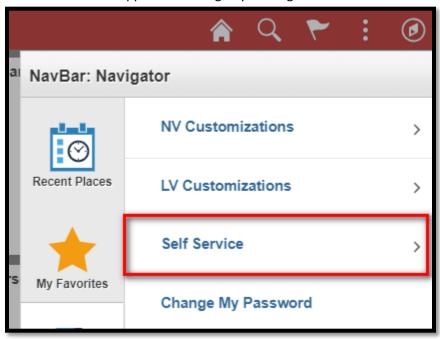
1. Click the compass in the upper right corner to open the NavBar in your Rebel Student Homepage and click on the Navigator



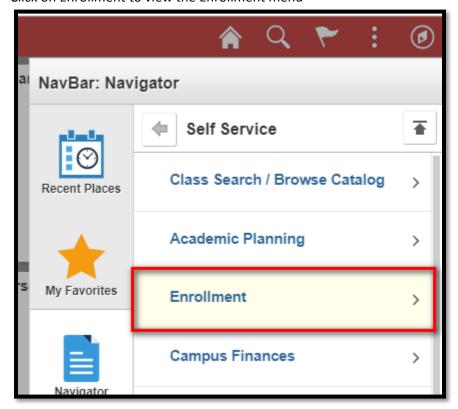


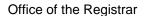


2. Navigate to the Enrollment Appointment Page by clicking Self Service



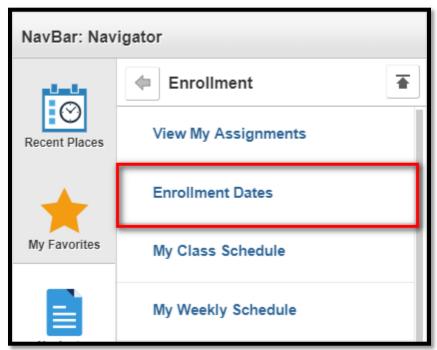
A. Click on Enrollment to view the Enrollment menu



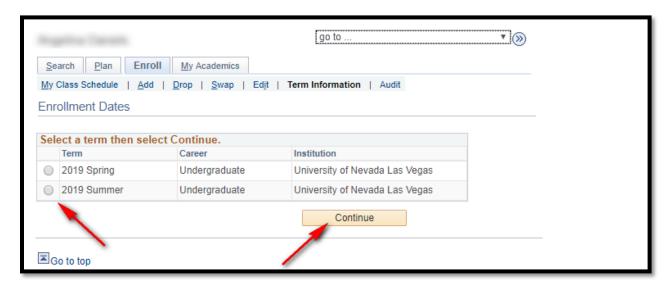




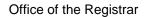
B. Select Enrollment Dates from the Enrollment Menu



- i. This will show you the terms you are eligible for enrollment
  - 1. Select the correct term from the list and click Continue

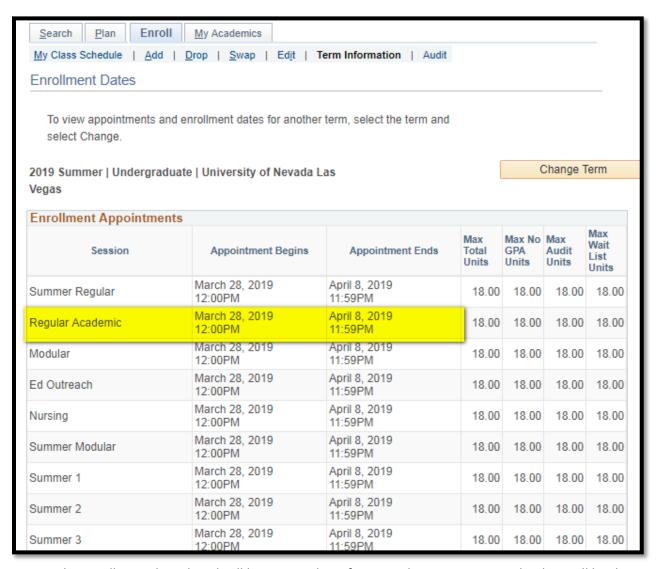


- 2. If you do not see the correct term it may be because:
  - a. You have been discontinued or suspended if this is the case you will need to reapply (if discontinued) or contact your academic advisor (if suspended)
  - b. You have applied for graduation Applying for graduation indicates you will not be taking any more classes for a particular program. If you need to enroll in classes for your degree you will





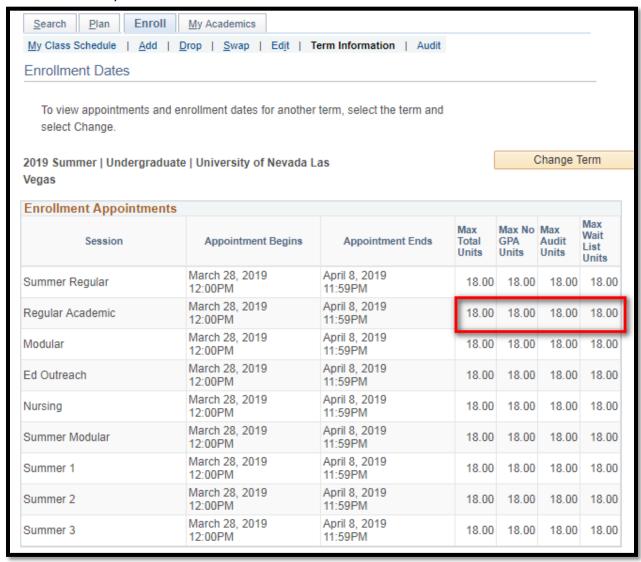
need to contact the Registrar's Office to have it removed. If you would like to complete additional courses, not required for your degree, you need to submit a new application



- 3. The enrollment dates listed will have a number of sessions but in most cases the date will be the same for each session. Generally you will want to check the one that says Regular Academic.
  This date and time is when you can BEGIN enrolling in classes (pay close attention to the time)
  - A. The Appointment End time indicates the when Open Enrollment begins
    - You will still be able to add courses during open enrollment however ALL students are eligible to enroll during this time so you will no longer have any priority



B. Pay close attention to the credit limits



- During the Fall and Spring if you would like to enroll in more than the maximum allowed credits you will need to submit a Credit Overload Petition to your Academic advisor
  - 1. This petition can be found on the Registrar's Website on the Forms and Policies Page (unlv.edu/registrar/forms)
- ii. During the Summer Semester you will see a total credit limit allowed for the full summer session. Keep in mind EACH summer term has an individual limit as well so you may need a Credit Overload Petition for a summer course even if you do not enroll in more than the max total units
  - 1. Instructions for summer overloads can be found on the Credit Overload Form