

VIRGINIA STATE UNIVERSITY

MULTIPLE-SEMESTER REGISTRATION

Virginia State University provides students an opportunity to register for a full year at one time through our Multiple-Semester Registration process.

What is multiple-semester registration?

Multiple semester registration provides student with the opportunity to register for an entire academic year (Summer, Fall, and Spring) at one time. Note: This does not include registration for some graduate programs.

REGISTRATION

Why should I register for multiple semesters?

Registering for multiple semesters allows you to plan ahead, be confident that classes will be available, and assists you in reaching your academic goal. It also reduces the time spent waiting to register for classes one semester at a time.

Do I have to register for all the terms at one time?

No, you are not required to register for all terms. You can register for any of the open terms you choose.

Can students register for any term or do I have to register for summer first, fall second and then spring?

Though not required, registering for the terms in order is highly recommended as it will allow you to meet any prerequisite requirements needed for a later term. Please see your advisor for assistance and review course descriptions and program admission requirements outlined in your curriculum.

How can I change my class schedule?

You can drop and add courses for any term until the deadlines posted in your [Banner Student Self-Service](#) course search and registration or view deadline on the [VSU Academic Calendar](#). *You are strongly advised to consult with your academic advisor prior to adjusting your schedule.*

What happens if I drop a class that is a prerequisite for a course for which I registered for a future semester?

Students should drop any future registered courses requiring the prerequisite. However, VSU will monitor and drop students from courses in which they have not met the prerequisite.

Will I be able to register in advance for classes that have a prerequisite?

Yes, you will be able to register for a class that has a prerequisite as long as you are also registering for the prerequisite course in the preceding semester.

When registering for classes what should I do if I encounter a prerequisite error?

If you **encounter a prerequisite error**, click on the CRN Number and then click on the Catalog Entry link. Read the course description carefully and determine whether the course in which you are attempting to enroll in requires you take a previous class. Please consult with your Advisor before registering for classes.

What if I am a transfer student and I encounter a prerequisite error for a course I already earned credit for at a previous institution?

Please contact the Transfer Center to ensure all your transferable credits have been applied to your VSU academic history. If it has been confirmed that all your transferable credits have been applied and the error persists, please contact your academic advisor for assistance.

Can I place myself on a course waitlist for any semester?

Yes, if the course is available to waitlist and the course registration deadline has not passed.

I have a hold on my account. How will this affect my ability to register for semesters?

Students with a hold preventing registration will be blocked from registering for any term until the hold is resolved. [Click Here](#) for more information on holds and how to address them.

When is the last day to change my schedule for each semester?

The last day to add & drop classes will vary depending on the term as posted in your [Banner Student Self-Service](#). You can also view deadlines to add or drop classes on the [VSU Academic Calendar](#).

FINANCIAL AID

How is my financial aid offered or impacted?

The Financial Aid Office awards financial aid for the fall and spring semesters assuming full-time status. To receive financial aid for winter or summer school, student must submit a separate internal VSU application for consideration. Forms can be found at <https://www.vsu.edu/financial-aid/documents-forms.php>.

When will I receive my financial aid disbursements?

Financial aid disbursements will continue to remain the same for each semester. Funds are disbursed after class attendance is taken – this is normally 2 weeks after each semester starts.

How will this affect Satisfactory Academic Progress (SAP)?

The Financial Aid Office will continue to process SAP at the end of each semester, ex. fall, winter, spring and summer. Students are still required to maintain SAP requirements for each term. For more information, visit <https://www.vsu.edu/financial-aid/sap/index.php>. If a student is placed on SAP cancellation status, financial aid will be removed. However, a student can submit a SAP appeal.

What happens if I graduate in December?

Student should contact the Admissions, Registrar's and Financial Aid Office for an updated schedule and financial aid offer.

What happens if I decide to withdraw from VSU or not return for the next semester?

It is the student's responsibility to officially withdraw from VSU. Please contact the Academic Center for Excellence (ACE) at (804)524-5211 or ACE@vsu.edu for withdrawal information.

What happens if I adjust my schedule?

If a student falls below full-time status, student must contact the Financial Aid and Student Accounts Office for bill adjustments. Full-time is 12 credit hours for undergraduate students and 9 hours for graduate/doctoral students.

STUDENT ACCOUNTS/TUITION PAYMENT

How will this impact my validation?

Students will be financially cleared (validated) each semester before being considered officially enrolled. "Validated" means that balances have been paid in full, financial aid is sufficient to cover all cost and/or other satisfactory financial arrangements have been made and certified by the Office of Student Accounts to include participation in the Tuition Payment Plan. If a student

has sufficient funds, or satisfactory financial arrangements have been made, they will be automatically validate for each semester.

How do I verify that I am validated?

Students may verify validation status each semester by viewing the “Hold” section of their Banner Self Service account. A “V” hold is entered for all students validated for that particular semester.

Do I have to pay for all the semesters at once?

No, the billing cycle for future semesters does not change.

When will I have to pay for each semester?

Each semester will have a separate fee payment deadline, this does not change.

Can I still use a Payment Plan if I register for the year?

Yes, you will be able to enroll in a Payment Plan to pay your tuition and fees in installments rather than in one-lump sum.

How does the Payment Plan work?

After you register for classes, you will have the option to pay your fees in full (online through <https://vsu.afford.com/paynow> - make a one-time payment) or at the Cashiers Office, or you can enroll into a Payment Plan to pay your tuition and fees in installments - <https://vsu.afford.com/paymentplans>. You can use a debit card, credit card, checking account, or savings account to enroll into the Plan and schedule your payments. (International credit cards and bank accounts will not be accepted.) The frequency and amount of your payments depends on how early you register for classes, the amount of your down-payment, and the established period for payment (e.g. 3-month, 4-month, 5-month, or annual payment plan).

How do I determine my Payment Plan budget amount?

Simply start with your total education expenses for the upcoming year or semester, and then subtract any grants or financial aid. This is your total budget amount. Next, divide your total budget amount by the number of payments offered in your plan to determine your monthly payment. It's that easy, and there is no approval required for using a payment plan — everyone qualifies!

For more information about the Tuition Payment Plan [Click Here](#).