



## REGISTRATION DATES

### Spring Semester 2019

You are required to contact your advisor for advisement and to receive your Registration Access Code before registering each term.

You must use the BANNER online registration system to register for classes. Online registration periods begin at **12:01 a.m.** All online returning student registration ends at **11:59 p.m., Friday November 16, 2018**

- **Tuesday through Sunday, October 2, 2018-October 7, 2018 – Early Owl registration for any returning student who were advised on advising day, October 2, 2018**
- **October 15, 2018-November 16, 2018** online registration for students with **55 or more** hours of earned credits
- **October 17, 2018-November 16, 2018** online registration for students with **30 or more** hours of earned credits
- **October 19, 2018-November 16, 2018** online registration for students with **16 or more** hours of earned credits
- **October 22, 2018-November 16, 2018** online registration for **all returning students**

\*Registration will be closed October 29-November 2 due to system upgrades

*Please Note: Learning Support hours are NOT included in the “hours of earned credits” during registration periods.*

Tuition and fees for all Spring classes must be paid by **3:30 p.m. Monday, December 10, 2018.** Payment can be made online via check or credit card or in person at the cashier’s window in building H (Athens), Building 100 at the Elbert County Campus, or the Administrative Office at the Walton County Campus.

**Friday, December 10, 2018**—Tuition/Fee payment deadline 3:30 p.m.

**Friday, December 14, 2018**--Late Registration (Advising assistance on campus 9 a.m. to 6:00 p.m.)

**Monday, January 7, 2019**—Spring Semester First Day of Class

**Monday, January 7, 2019 – Wednesday, January 9, 2019**—DROP or ADD classes

**Wednesday, January 9, 2019**—Last day to drop a class without academic or financial penalty (**no refunds for withdrawals after this date**) (For more information: [http://www.athenstech.edu/StudentDevelopmentServices/Registrar/withdrawing\\_from\\_classes.pdf](http://www.athenstech.edu/StudentDevelopmentServices/Registrar/withdrawing_from_classes.pdf)).

Assistance will be available in the Office of Registration and Records on the Athens Campus, the Student Affairs Office on the Elbert County Campus, the Director’s Office on the Greene County Campus, and the Director’s Office on the Walton County Campus.

#### Section Numbers

First Minimester: 1–9	Greene: 60–64
Athens: 10–39	Online: 65–69
Elbert: 40–49	Adult at HS: 70–79
Walton: 50–59	High School: 80–89
	Second Minimester: 90–99

#### Campus Codes

- Athens: 1
- Athens Career Academy: 1A
- Elbert: 2
- Walton: 4
- Greene: 5
- Virtual (Online): 9
- High School Campus: H