Quick Reference: Steps to Registration

**Step 1**
Give us your contact info, and get ours!
- Activate, regularly check and keep your UTmail+ email on ROSI up-to-date.
- Find important contact information here.

**Step 2**
Enrol in a subject POST
- Newly-admitted students: Skip to Step 3 if you do not have transfer credits; see Step 2 if you do.
- Returning students: Enrol in the appropriate combination of subject POSTs for your degree before course enrolment.

**Step 3**
Choose your courses
- Choose your courses from the Calendar and plan your timetable using the Registration Instructions and Timetable listings.
- Note the Codes used in the timetable listings.

**Step 4**
Check your course enrolment start time on ROSI
- View your start time before your course enrolment start day.
- NOTE: Students with significant fees arrears from previous sessions will not be permitted to course-enrol and will not have a start time displayed.

**Step 5**
Enrol in courses
- Enrol in courses on ROSI beginning at your start time. See Step 4.
- See information on waiting lists and maximum term load limit.

**Step 6**
Pay your fees to complete your registration
- Complete your registration for 2013-14 by paying or officially deferring your fees.
- Payments/deferrals must be received by August 20 for automatic registration.