

Registration Policy

First Year students will be registered by their Academic Advisor based upon the required classes for their first two semesters. First Year students may be required to select Liberal Arts or Open Elective courses to complete their schedule. Continuing students registering for their second year and beyond may register in Self-Service via the my.ringling.edu portal on or after their registration date and time for their next semester's courses. It may not be your final schedule or instructor preference as course offerings may change before the semester starts. Registration occurs during the preceding term and will be announced by the Registrar's Office via the my.ringling.edu portal. Registration date and time is based upon priority and will occur over a five-day period following this sequence:

Day 1 – Priority registration for students qualified for accommodations as determined by Student Access Services and military affiliated students using VA education benefits

Day 2 – Fourth Year students for spring registration or rising Fourth Year students for fall registration

Day 3 – Third Year students for spring registration or rising Third Year students for fall registration

Day 4 – Second Year students for spring registration or rising Second Year students for fall registration

Day 5 – First Year students

Prior to registration, students must have all STOPS cleared from their account.

Registered students may make course schedule adjustments from the time of their initial registration through the first week of classes. Deadline information is available on the published Academic Calendar.