



FALL 2024 CLASS SCHEDULE

INSTRUCTIONS FOR ONLINE REGISTRATION

Advising appointments will begin on March 18. You and your advisor will agree on a schedule of classes appropriate for you. Following the advising appointment, your advisor will authorize you to register in Self-Service.

Beginning on the date set for your class level/program, you may log in to Self-Service using your Milligan network login information. Check the link at <http://www.milligan.edu/onlineregistration> for specific instructions about selecting courses.

When courses are selected and submitted for advisor approval, your advisor will receive an email message from the Registrar's Office indicating that you have courses ready for review. After the advisor approves or declines each course, you will receive an email message indicating that the advisor has reviewed your schedule of courses. You may then log in to Self-Service to check the status of each course.

To register for courses requiring **instructor permission** or to "cut" into a closed section, you must email the instructor, asking permission to add the class. The instructor will forward the request to the Registrar's Office, if approved. Students enrolling in BIBL 123/124, COMP 111/211, or HUMN 101/102/201/202 should not ask to add a closed section unless extenuating circumstances make a schedule change unavoidable. In the rare instances when a change is necessary, contact Dr. Phil Kenneson with BIBL 123/124 requests, Dr. Heather Hoover with COMP 111/211 requests, or Dr. Todd Edmondson with humanities requests. Do not contact the instructors for the individual course sections.

Self-Service will be open for **schedule changes** until the day before fall classes begin. When a student submits a schedule change online, the faculty advisor will receive a notification in Self-Service asking him or her to approve the change.

Traditional undergraduate students who need to register for **ETSU Co-op** courses should contact Becky Robertson, Associate Registrar, at BLRobertson@milligan.edu or 423.461.8415. Availability is limited and based on the conditions listed on p. 56 of the 2023-24 *Catalog*. (See <https://www.milligan.edu/catalog/>)

SCHEDULE FOR ONLINE REGISTRATION

Students enrolled in traditional undergraduate programs or in the MAH, MAR, MDiv (on-campus), MEd, EdD, EdS, MSC, MSOT, or ADCP IS-Mobile programs may register online according to the following schedule. Undergraduate students register based on their current class level, excluding spring 2024 hours. (Senior – 92 hours earned; Junior – 58 hours earned; Sophomore – 26 hours earned)

Students enrolled in the following programs do not register online and will register through their faculty advisers: ADCP Business, MDiv (hybrid), DMin, MACM, MACSM, MSPAS, and MBA.

Seniors: Registration opens at 7:30 a.m. on Monday, March 25.

Juniors: Registration opens at 7:30 a.m. on Tuesday, March 26.

Sophomores: Registration opens at 7:30 a.m. on Tuesday, April 2.

Freshmen: (based on first letter of last name)

P – Z	7:30 a.m., Thursday, April 4
A – F	2:00 p.m., Thursday, April 4
G – O	7:30 a.m., Friday, April 5

MAH, MAR, MDiv (on-campus), MEd, EdD, EdS, MSC, MSOT, Dual Enrollment, and IS-Mobile: Registration opens at 7:30 a.m. on Monday, March 25.

SCHEDULE NOTES:

MWF means that the class meets on Mondays, Wednesdays, and Fridays. **TR** means that the class meets on Tuesdays and Thursdays.

“ES” in the left margin beside a course listing means that the course satisfies the Ethnic Studies general education requirement.