SPRING 2019 REGISTRATION
November 5-16

It’s time to start thinking about registration for the Spring 2019 semester! Registration involves a three-step process. Please follow the instructions below to assure that your spring schedule is validated.

1. Form Completion
   a. Go to the WBU Campus Homepage at http://eagle.williamsbu.edu.
   b. Select Williams Online.
   c. Enter your User ID# and Password. (Contact Larry Bailey at the Network Operations Center located in the Sloan Center if you need this information. For security reasons, this request must be made in person and by presenting your ID card.)
   d. Select Registration Forms: Complete all forms listed on the left side of the screen. (ALL registration forms must be completed. Failure to do so will result in a delay of scheduling your classes for the fall semester.)

2. Advisor Appointment
   Schedule an appointment time to meet with your Academic Advisor to register for Spring classes. Online registration forms must be complete before meeting with your advisor.

3. Go to the Business Office between January 7 and January 11 to complete the following:
   a) Sign your Statement of Charges & Financial Aid.
   b) Make payment, if applicable.

   NOTE: If Step 3 is not completed by January 11, your schedule will be dropped and you will be considered as “not enrolled.”

   CLASSES BEGIN MONDAY, JANUARY 7!