## Fall 2025 Registration Schedule

Fall registration starts March 31, 2025. Eligible students may register on *myUTSA* Account (formerly *ASAP*) as listed below. Eligible **students will have certain days and times to register** for their fall courses. See detailed instructions below.

### Who Can Register?

#### **Classifications and Earned Credit Hours**

When Can You Register?

Rows in white are the 1st designated timeframe for a specific group of students. Rows in gray are the 2nd designated timeframe for a specific classification group.

**Registration Timeframe** Only students indicated below can register during their specified timeframe.

| Priority Populations                                      | Registration Start/End Date       |
|---|-----------------------------------|
| Eligible Veterans*  | March 31, 7am – April 7, 6am      |
| Honors College Students                                   | March 31, 7am – April 7, 6am      |
| Parenting Students**                                      | March 31, 7am – April 7, 6am      |
| ROTC Students   | March 31, 7am – April 7, 6am      |
| ACP Teacher Certification Students                        | March 31, 7am – April 7, 6am      |
| Undergraduates who applied for Fall graduation by April 1 | April 1, 7am – April 7, 6am       |
| Graduate Students   | Registration Start/End Date       |
| Doctoral Students   | April 2, 7am – April 7, 6am       |
| Master's Students   | April 2, 7am – April 7, 6am       |
| Seniors   | Registration Start/End Date       |
| 110+ credit hours earned                                  | April 3, 7am – April 7, 6am       |
| 90-109 credit hours earned                                | April 4, 7am – April 7, 6am       |
| All Seniors   | April 4, 7am – April 7, 6am       |
| Post Bacs and UTSA Online Students                        | Registration Start/End Date       |
| Post Bac Students   | April 3, 7am – April 7, 6am       |
| Online Only Programs                                      | April 3, 7am – August 14, 11:59pm |
| Juniors   | Registration Start/End Date       |
| 76-89 credit hours earned                                 | April 7, 7am – April 11, 6am      |
| 60-75 credit hours earned                                 | April 8, 7am – April 11, 6am      |
| All Juniors   | April 8, 7am – April 11, 6am      |
| Sophomores  | Registration Start/End Date       |
| 46-59 credit hours earned                                 | April 9, 7am – April 12, 6am      |
| 30-45 credit hours earned                                 | April 10, 7am – April 12, 6am     |
| All Sophomores  | April 10, 7am – April 12, 6am     |
|   |                                   |

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| Freshmen   | Registration Start/End Date        |
|--|------------------------------------|
| All Freshmen   | April 11, 7am – August 14, 11:59pm |
| Non-Degree Seeking   | Registration Start/End Date        |
| Special/Non-degree seeking Undergraduate and Graduate Students | April 11, 7am – August 14, 11:59pm |
| Open Registration  | Registration Start/End Date        |
| Registration open to all eligible continuing and new students. | April 14, 7am – August 14, 11:59pm |

\* Priority registration will be granted for all <u>eligible veterans and service members</u> who are currently utilizing GI Bill benefits.

\*\* Per Texas Senate Bill 459, priority registration will be granted to enrolled students who have declared themselves a parent or legal guardian of a child under 18 years of age by March 14, 2025.

## **Registration Instructions**

### 1. Review the chart above to find your designated registration date and time.

Registration timeframes are based on student classification (your total earned credit hours).

- Each timeframe is a window of time students can register. It has a start date/time and close date/time for the indicated classifications.
- If you miss your first designated registration time period, there will be a second designated period for all students within your classification.
- If you miss the second designated registration time period, registration opens for all students on April 14.
- Waitlisting will be available starting April 14 at 7am. During early registration, March 31 to April 13, students will be allowed to add themselves to the waitlist, but notifications will NOT be sent out.
- Waitlist notifications will be sent out beginning April 14 at 7am. While it may seem there are open seats in courses when students drop, if there is a waitlist, those seats will be reserved for the students on the waitlist. Other students will not be able to register for those open seats. Once open registration begins, notifications will be sent out and the waitlist will resume as in previous semesters.

## 2. Prepare ahead of time prior to registration.

- Check your registration status à Log into *myUTSA* Account to check your current classification and earned credit hours (*click on "Student Services", then "Registration", then "Select Term", then "Check Registration Status", then look under "Earned Credit" and add "transfer hours" and "institutional hours" to get your total earned credit hours).*
- Check your holds and prerequisites a Certain holds and prerequisites can prevent registration, so it is highly recommended that students address any holds or prerequisite overrides they have or need prior to their registration timeframe.

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## 3. Register during your designated timeframe.

• Login to myUTSA Account à Students must log onto their myUTSA Account student portal to register for, add or drop up to 19 semester credit hours. Please note students on probation or academic warning are limited to 13 credits.

Additionally, please note classroom (location) assignments may change during registration. Please check your classroom locations the week before the scheduled start of the semester. Check out the <u>Fall 2025 Academic Calendar</u> for Payment Deadlines, Refund Deadlines, Drop & Withdrawal Deadlines, and other important dates! Lastly, this registration schedule is subject to change.

**HELP**  $\rightarrow$  If you have questions about your classification (i.e., freshman, senior, etc.) or registration contact One Stop Enrollment at (210) 458-8000, 1-800-669-0919 or <u>onestop@utsa.edu</u>. Students with Texas Success Initiative (TSI) holds are advised and registered by TSI Programs. TSI programs can be contacted at <u>TexasSuccessInitiative@utsa.edu</u> or 210-458-4498.