



University Community (faculty, staff and students)

SUBJECT (R*)	EFFECTIVE DATE (R)	PROCEDURE NUMBER
PRIORITY REGISTRATION	May 11, 1998	1360.005b

PROCEDURE STATEMENT (R)

Fully admitted students are assigned an appointment day and time based on their classification, number of earned credit hours and currently registered credit hours. During Official Registration Week, these students register on their appointment day and time, or any time thereafter.

With priority registration, an approved group of students would be allowed to register prior to the start of registration as determined by University officials.

A University official must send a memorandum to the University Registrar outlining the request and the justifications for the request. This will be reviewed by university officials based on the enrollment priorities of the institution and implemented by the University Registrar.

REASON FOR PROCEDURE (O*)

To establish procedures to give certain groups of fully admitted students registration priority earlier than the official appointment day and time.

RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R*)

Division of Enrollment Management Services
Florida International University

RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R*)

Office of the Registrar
11200 S.W. Eighth Street - PC 130
Miami, Florida 33199
Telephone Number: (305) 348-2320

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For any questions or comments, the "Document Details" view for this procedure online provides complete contact information.

R*=Required O*=Optional