

## Are you a new student planning on attending the SGSC Entry Program at Valdosta State University?

Please contact the Admissions Office to complete your Admissions Process and sign up for SOAR, the New Student Orientation and Registration. Have any questions? You can submit a ticket here: [Hawk Helper](#).

## IF YOU ARE ALREADY A STUDENT AT THE SGSC ENTRY PROGRAM:

Registration will begin April 2<sup>nd</sup>. Please sign up in advance for an appointment with your advisor (See FAQs below). If your advisor is not available, contact the Entry Program Staff: [sgscep.vsu@sgsc.edu](mailto:sgscep.vsu@sgsc.edu) or 912-260-4660.

## IMPORTANT DATES

VALDOSTA	Summer (online)	Fall
Registration Begins	Tue, Apr 2	Tue, Apr 2
Registration Payment Deadline	Wed, May 29	Fri, Aug 9
Registration	Tue, Apr 2 – Wed, Jun 5	Tue, Apr 2 – Fri, Aug 23
First Day of Classes	Mon, Jun 3	Mon, Aug 19
Late Registration / Drop/Add	Mon, Jun 3 – Wed, Jun 5	Mon, Aug 19 – Fri, Aug 23

If registration occurs after the Payment Deadlines, **payment is due at time of registration.**

## PLEASE NOTE:

**All students MUST meet with an advisor prior to registering for Classes.**  
**An Advisor Hold has been placed on your records.**  
**You must meet with an advisor to have this hold removed.**

### How do I have the Advisor Hold cleared?

See your Academic Advisor.

### How do I find out who my Academic Advisor is?

Access Banner Web:

- Go to SGSC website - [www.sgsc.edu](http://www.sgsc.edu).
- In the top right-hand corner on your screen, select Quicklinks.
- Select Student Gateway.
- Click on the blue "Student Banner Web" blue button.
- **Username:** Your username is your full email address. Email Lookup: [Student ID/Email](#)
- **Password:** Your current email password.

You must set up your SGSC student email and know your email password before you can log into Banner Web. If you have not already setup your SGSC student email, and need additional support, go to [www.sgsc.edu/academics/loginhelp.cms](http://www.sgsc.edu/academics/loginhelp.cms).

Once you are in Banner Web select "Student Profile" under the Student Information section to find your advisor and your advisor's contact information.

### How do I find out if I have any other holds?

Access Banner Web (steps above). Once you are in Banner Web select "Student Profile" under the *Student Information* section. Find Hold information in the top right-hand corner. To find out who to contact about a particular hold see the [Hold Checklist](#). If you need further assistance with holds, check with the staff at the SGSC Entry Program.

### What next? How do I Register?

See your Academic Advisor to have your Advisor Hold lifted and to complete a Registration Form. Your schedule will be entered by someone from the Entry Program Office Staff.

### How can I see my Schedule?

Access Banner Web (steps above). Once you are in Banner Web select "Student Schedule" under the *Registration and Class Information* section. Select the correct term and your schedule will be displayed.

### How and where can I pay my fees?

For information on how you can pay your fees, please click on the link below.

<http://www.sgsc.edu/current-students/fee-payment.cms>

### How can I find out my Financial Aid status?

For questions regarding your financial aid status, contact the Financial Aid Office at 912-260-4282, submit a [Hawk Helper](#) ticket, or go to Banner Web on the SGSC website (Account Information -> Financial Aid).

### What about housing?

Ask the Entry Program office ([sgscep.vsu@sgsc.edu](mailto:sgscep.vsu@sgsc.edu)) for additional information.

### How do I get my refund?

If your account shows a credit balance, you may be eligible to receive a refund.

#### *Direct Deposit processed through TouchNet*

Students have the option to have their excess funds electronically disbursed to the checking or savings account they designate. This makes the refund process easy for the student—and is faster and more secure than mailing a paper check. Please remember to check TouchNet each term to make sure your bank account information is correct and current.

#### *Paper Checks*

If students do not elect direct deposit, then a paper check will be issued and mailed to the student's most current address on file. Students are not allowed to pick up checks directly from the college!

The semester refund dates: <http://www.sgsc.edu/current-students/fee-payment.cms>

**Contact an advisor NOW to make an appointment for advisement.**