

# INSTRUCTIONS FOR WEB REGISTRATION

Register On-line at [www.uvi.edu](http://www.uvi.edu)

Summer Session I: Web Register from April 2, 2007 - May 15, 2007

Summer Session II: Web Register from April 2, 2007 - June 21, 2007

1. Obtain Personal Identification Number (PIN) from academic advisor.
2. Enter USER ID and PIN. (USER ID is student's social security number or UVI student ID number.)
3. If prompted, enter a new PIN and secret question along with an answer.
4. Select STUDENT SERVICES AND FINANCIAL AID.
5. Select Registration, then TERM. Click SUBMIT.
6. Select REGISTER or ADD/DROP A CLASS to register. Enter CRN numbers of selected courses and click SUBMIT CHANGES. Ensure that all classes selected are on the campus you are attending. Courses listed with a 'C' are offered on St. Croix Campus, courses with a 'T' are on St. Thomas Campus.

Refer to the UVI catalog to ensure that course prerequisite(s) are met, prior to registering. If you are currently enrolled in the prerequisite(s) or get a "PREQ ERROR", "COREQ\_COURSE", "CLASS" or "MAJOR RESTRICTION" error, please contact the Academic Services Office on St. Croix, or the Registrar's Office on St. Thomas.

7. To remove a class, click and highlight WEB DROP (located at the left of each class listing), then click SUBMIT.
8. To print your class schedule, click on STUDENT SCHEDULE BY DAY AND TIME or STUDENT DETAIL SCHEDULE.
9. Last day to pay tuition and fees: Session I - May 15; Session II - June 20.  
**REGISTRATION + PAYMENT = ENROLLMENT.**

The University of the Virgin Islands reserves the right to remove students from classes, if fees are not paid by deadline.  
For more information contact (340) 693-1160 on St. Thomas Campus or (340) 692-4158 St Croix Campus.

University of the Virgin Islands

2007 SUMMER SESSIONS

SPECIALIZING IN FUTURES



HISTORICALLY AMERICAN  
UNIQUELY CARIBBEAN  
GLOBALLY INTERACTIVE