

## **Early Registration Priority**

**Original Implementation:** July 25, 2017

**Last Revision:** None

The primary purpose of priority registration at Stephen F. Austin State University is to ensure that students with special scheduling circumstances have an opportunity to make adequate progress through their curricula toward graduation.

Generally, the criteria for approval to register early may include scheduling constraints related to academic programs or university related activities that cause students to travel away from campus.

Written requests for priority registration may be submitted by appropriate faculty or staff affiliated with student groups. A one-page rationale requesting special status should be sent to the office of the provost and vice president for academic affairs. Requests will be considered on a case by case basis by the Deans' Council.

The registrar will maintain a current list of those groups of students who have priority registration.

**Cross Reference:** None

**Responsible for Implementation:** Provost and Vice President for Academic Affairs

**Contact for Revision:** Provost and Vice President for Academic Affairs

**Forms:** None

**Board Committee Assignment:** Academic and Student Affairs