

## Dear Undergraduate Student,

Pre-registration for Fall 2023 is fast-approaching! Please mark your calendar with the dates and deadlines for pre-registration. Be sure to review the new [Student User Guide to Pre-Registration](#), complete with screenshots.

### Accessing Pre-Registration

Students access the Pre-Registration system by clicking on the “Pre-Registration” link in the Courses dropdown in WesPortal. More information is available on the Registrar’s [pre-registration page](#). This link will not be available until pre-registration begins.

### Course Registration Timeline

#### Pre-Registration: Planning Period

Tuesday, April 4, 8:30am ET – Monday, April 17, 5:00pm ET

- Undergraduate BA students enrolled in the current semester, and those students returning from leave, can participate in pre-registration.
- Students submit ranked requests for Fall 2023 using the pre-registration system.
- Students and their advisors discuss course selections and finalize plans electronically.
  - **All plans MUST BE FINALIZED before the close of pre-reg planning.**

#### Pre-Registration: Scheduling Period

Tuesday, April 18

- After scheduling runs, students can review their scheduled courses.
- **Only students who had finalized plans will have schedules.**

#### Pre-Registration: Adjustment Period

Wednesday, April 19, 8:00am ET – Tuesday, April 25, 5:00pm ET

- Undergraduates, BA and BLS, and graduate students can participate.
- Students will access the system, in a staggered order, based on the number of credits scheduled.
- During this period, students can adjust their schedules and submit ranked Drop/Add Enrollment Requests.
- Advisors approve changes electronically.

#### Drop/Add

Monday, August 28, 8:30am ET – Friday, September 15, 5:00pm ET

- Drop/Add will open one week before the semester starts.
- All students enrolled in the Fall 2023 semester can participate.
- Students can submit enrollment requests, drop courses, and register for tutorial courses.
- Instructors and then advisors will approve enrollments.

### Questions?

- Reach out directly to Karri Van Blarcom via email to [kvanblarcom@wesleyan.edu](mailto:kvanblarcom@wesleyan.edu).
- Peer Advisors can also assist you and can be reached via email to [peeradvisors@wesleyan.edu](mailto:peeradvisors@wesleyan.edu).

Sincerely,

*Karri Van Blarcom*

Senior Associate Registrar