Registering for Classes

Registration is the process of choosing and enrolling in courses each semester. Students must be admitted to the university and participate in academic advising prior to registering for fall and spring semesters. Academic advising is provided by each academic department for students enrolled in any of that department’s majors, and by the Undergraduate Academic Success Center (http://www.apu.edu/academic-success) for students who would benefit from additional assistance in the advising and registration process.

Registration

Current APU Students

Every fall and spring semester, the university sets a specific time for current students to secure their classes for the following semester. The registration appointment schedule is determined by the number of units the student has completed at the time of registration (units the student is enrolled in during the current semester do not count for this purpose). Every summer term, the university sets a specific time for current students to secure their summer classes. Registering for summer terms is first come, first served, and no appointments are scheduled. See the Academic Calendar (http://www.apu.edu/calendar/academic) for specific dates for registration. Students with financial holds, health holds, or disciplinary holds will not be allowed to register for classes until the holds are removed by One Stop | Undergraduate Enrollment Services Center, the Student Health Center, or the Office of Student Life, respectively. Students may register for classes online or at One Stop | Undergraduate Enrollment Services Center (http://www.apu.edu/onestop).

Incoming Students (Freshmen and Transfers)

Registration for new students is supported by the Office of Undergraduate Admissions, One Stop | Undergraduate Enrollment Services Center, and the Undergraduate Academic Success Center. For details regarding registration for new students, contact an admissions counselor or the Office of Undergraduate Admissions (http://www.apu.edu/admissions/undergraduate).

Final Registration and Payment Clearance

Final registration must be completed at the beginning of the fall and spring semesters so students confirm they are on campus and will be attending classes. University services such as meal plans are activated at this time. If a student fails to complete final registration, it will be assumed that the student is not on campus and his/her classes will be dropped.

A student’s registration will be automatically finalized when he/she has met the first payment deadline and completed all the required paperwork for financial aid.

Course Modalities and Instructional Activities

Undergraduate, graduate, and professional programs are taught in a variety of formats including:

- In-person classes, which deliver 100% of their instruction face to face and have required classroom attendance. Students meet on a regularly scheduled basis and may encounter internet and/or computer requirements in these classes.
- Blended classes, which deliver at least 33% but less than 50% of their instruction in an online format and include required classroom attendance and online instruction, which can be either synchronous or asynchronous. Compared with in-person classes, blended classes have substantial activity conducted online, which substitutes for some classroom meetings.
- Online asynchronous classes, which deliver 50% or more of their instruction in an online format but have no required live virtual meetings. Students have a timeframe for participation each week, but they may contribute whenever they choose in accordance with course instructions. Some asynchronous courses may offer optional live sessions such as desktop video chats, but live, real-time class meetings are not required.
- Online synchronous classes deliver 50% or more of their instruction in an online format. These classes require students to meet online at specified times for live instructions, student presentations, or other real-time activities. Synchronous online classes have no campus meeting place; rather, students log into the online classroom from off-site locations. These classes may have specific technology requirements.
- Distance learning classes originate in a campus classroom where the instructor and students meet. Video-conference technology allows additional students from offsite locations to interact with the instructor and students at the campus classroom using video, audio, and text. These classes may have specific technology requirements.

Some undergraduate, graduate, and professional programs may have clinical placements, field work, or practicum assignments at clinics, schools, hospitals, or other APU-approved organizations that meet specific program degree and/or certification requirements. Such placements and assignments may need to be completed within the geographic vicinity of Azusa Pacific University’s campus or regional locations. Check with your department of interest regarding these requirements as part of your admission process, especially if there is a possibility you may relocate out of the area before your program is completed.