

# REGISTER NOW FOR SUMMER & FALL 2008 CLASSES

- Beginning March 19<sup>th</sup>, SIGN-UP for an advising appointment at an advisor's office**
  - **Select** an advisor according to your major, campus, and last name using the "Advisor Directory" available online: [www.bluegrass.kctcs.edu/sa/advising](http://www.bluegrass.kctcs.edu/sa/advising) or [www.bluegrass.kctcs.edu/sa/registration](http://www.bluegrass.kctcs.edu/sa/registration)
- REVIEW your degree/program course requirements**
  - For BCTC program requirements check: [www.bluegrass.kctcs.edu/sa/registration/catalog](http://www.bluegrass.kctcs.edu/sa/registration/catalog) .
  - If you are pursuing a 4-year degree at UK, ECU or another college, consult that college's catalog.
- CHOOSE your classes**
  - Consult the Schedule of Classes available on <http://www.bluegrass.kctcs.edu/sa/registration/scheduleofclasses/> to determine when the appropriate classes are offered.
  - Use the "Plan Your Schedule" grid (on back) to list the classes and alternate class options.
- MEET with your advisor**
  - Discuss academic goals, degree/program requirements, have your "advisor hold" lifted, and confirm your **PeopleSoft** ID #.
- REGISTER for your classes on PeopleSoft: <https://students.kctcs.edu> using your User Name/ID and Password used to access your email account.**

Registration instructions available on [www.bluegrass.kctcs.edu/sa/registration](http://www.bluegrass.kctcs.edu/sa/registration) .

*You cannot register until you activate your PeopleSoft email account and clear all active HOLDS.*

*To ACTIVATE your email account or RESET your password, login to <https://webmail.kctcs.edu> with your PeopleSoft ID #.*

- PAY your tuition by the deadlines posted in the Schedule of Classes.**

**MEET WITH AN ADVISOR AND PRIORITY REGISTER:  
MARCH 19<sup>TH</sup> – APRIL 11<sup>TH</sup>**

