Steps to Check for Registration Holds

- Log in to your student portal using your SMU ID and password.

- Look at the upper left side of the screen. If you see a red box, you have one or more holds.

Clear the Way for Registration

Hold checklist:

- **Pay remaining balance**
  - Check “My Bill” in your student portal

- **Complete payment agreement**
  - Check your SMUMN email for a payment agreement link

- **Submit all health records**
  - Check your student health portal

- **Watch the sexual misconduct awareness training video**
  - Check Blackboard under “My SMUMN” → “My Courses”

- **Declare a major**
  - Juniors and seniors: Pick up a declaration form from the Registrar’s Office

- **Complete financial aid**
  - Check SMUMN email for financial aid emails
How to Find Your Registration Time

- Log in to your student portal using your SMU ID and password.

- In your student portal, click on your photo in the upper right corner. Change the term to fall 2020 by clicking “Change Term” and selecting “FA20 College.”

- In the upper left side of the screen, click on the “My Student Portal” link and select “Registration” from the drop-down menu.

- Under “Registration Alerts,” you will see a blue banner. The banner will show you when your registration session starts.

Registration windows open by class as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Window Opens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seniors</td>
<td>Monday, March 30th</td>
</tr>
<tr>
<td>Juniors</td>
<td>Tuesday, March 31st</td>
</tr>
<tr>
<td>Sophomores</td>
<td>Wednesday, April 1st</td>
</tr>
<tr>
<td>Freshmen</td>
<td>Thursday, April 2nd</td>
</tr>
</tbody>
</table>

If you have any questions, contact Cardinal Central in the Business Office in lower Saint Mary’s Hall. You may also email cardinalcentral@smumn.edu or call 507-457-6655.