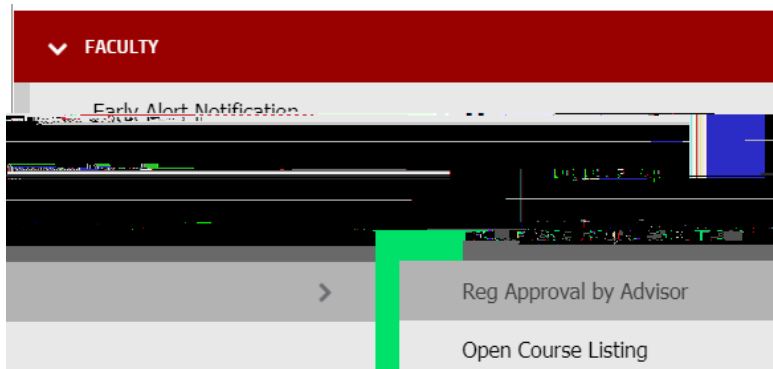


Advisees must be cleared for registration after reviewing their course plans individually within Self Service (instructions for reviewing advisee programs and their planned courses can be found in this video: <https://www.youtube.com/watch?v=TGKG-I-6k4g&feature=youtu.be>)

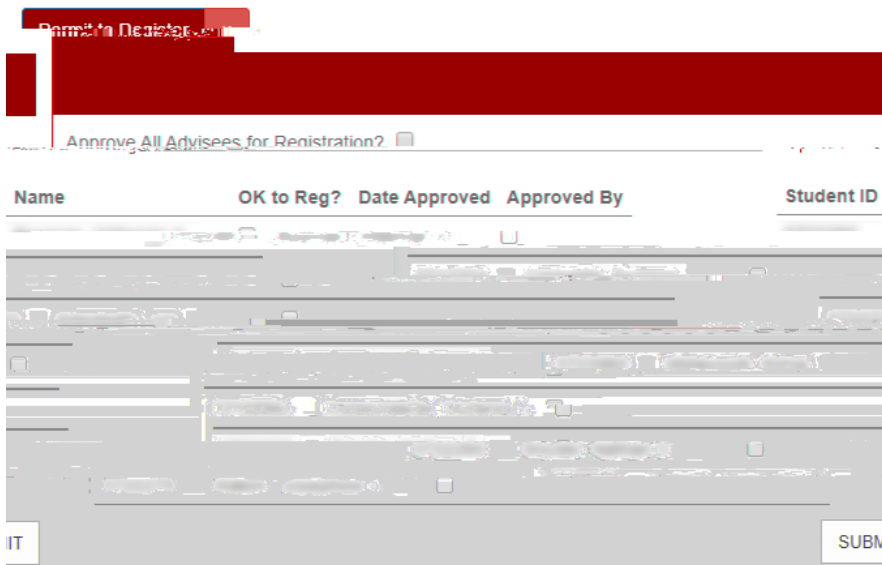
Once their approved registration day and time comes, this will give the student the ability to register for courses. Without advisor approval, students are blocked from registering.

To approve advisees for registration, login to MyWitt: <https://my.wittenberg.edu/>

Under the Faculty Menu, choose Reg Approval by Advisor:



It will bring you to a page with the list of your advisees:



To approve an advisee for registration, click the check box next to their name, then click submit. When you open the page again, it will have the date the student was approved to register, and who approved them for registration in the corresponding columns.