

Fall 2016 Graduate School Registration begins June 27!

The Fall schedule of courses will be posted to the Registrar's Office website by 5pm on June 9
Your individual registration assignment time will be posted to the Academics Tab on your MyBentley page by 5pm on June 20.

Are you taking your very last course(s) in this Fall?

If so, please note that your graduation date will be February 24, 2017. You will be able to register for your final course(s) on June 27, provided you have filed a Petition to Graduate no later than June 19. The Petition to Graduate is accessed by logging into MyBentley. If you are completing more than one degree/certificate you must file a separate petition for each one. Additional information regarding graduation and the Graduation Petition may be found [HERE](#).

Registration dates/times for NON-GRADUATING STUDENTS

You will register on June 28 beginning at your assigned registration time. The assignment time will be posted on your MyBentley Academics Tab by 5pm on June 20. You will be able to enroll in the maximum number of credits as displayed in the chart below.

Fall 2016 Schedule of Courses

The course schedule will be posted [HERE](#) by 5pm on June 9.

Please refer to the chart below for your registration dates and the corresponding maximum credit limit for each day:

Fall 2016 Registration

Registration Date:	Registration Time:	Group:	May enroll in the maximum total number of credits:
Monday June 27	Begins 9am for all Graduating Students	Graduating Students <i>Must complete final courses in fall 2016 & file a graduation petition via MyBentley by 6/19</i>	13 credits
Tuesday June 28	See MyBentley beginning 6/20 for your access time	Non-Graduating Students	ELMBA/MSMBA - 13 credits All Others: Full-time - 10 credits All Others: Part-time - 7 credits
Wednesday June 29	Open Access begins at 9am	Open registration access for all graduate students	ELMBA/MSMBA - 16 credits All Others: Full-time - 13 credits All Others: Part-time - 10 credits

*Graduating students have 24 hour access to the registration form beginning 6/27
Non-Graduating students have access from their assigned time to midnight on 6/28
All graduate students will have 24 hour access beginning 6/29 at 9am*

FAQ's

How will I know my assigned registration time?

Your individual registration time will be posted on your MyBentley account by June 20 at 5pm. Log in and click on the Academics Tab.

How is my assigned registration time determined?

Your time assignment is based on a calculation of degree completion percentage that includes current registered courses. As you earn credits and move closer to completing your degree, your assignment time will begin to move up to an earlier slot.

Maximum credits allowed depend on my full-time or part-time status. How is that status determined?

It is based on your full-time/part-time status upon admission as stated on your admission application. Your full-time/part-time status for this purpose does not change based on your actual course load.

What if I need to enroll in more credits than is allowed per my full-time/part-time status?

To apply for an exception to the overall maximum credit limit please send a formal request for review, in writing to Graduate Student and Academic Services Office at gradvising@bentley.edu. Exceptions will not take effect until open access day (June 29).

What if I am not available to register during my assignment time as I will be in a meeting or otherwise engaged?

Ex. If your assignment time is 11am, you will have access from 11am to midnight on that day. You can register at any point after 11am.

How do I register for course? What is a CRN number?

For information on how to register and CRN numbers, please click [HERE](#)

Who should I contact if I need help in selecting a course?

You may contact the Graduate Student and Academic Services Office to speak with an adviser. Click [HERE](#) for contact information.

What if the course I want is closed? Can I be placed on a waitlist?

Yes. Enter the course CRN number in MyBentley, as if to register. If the course is closed you will have an option via a dropdown to select "waitlist". To learn how waitlists are managed, please click [HERE](#)