

Wintersession and Spring 2018 Graduate School Registration begins 11/27!

The schedule will be posted by the week of Nov. 13th. On November 20th at 4pm your individual registration assignment time will be posted to the Academics Tab on your MyBentley page.

Are you taking your very last class in the Spring 2018 semester?

If so, you will be eligible to receive your degree in May 2018. You will have access to register for Spring courses on Monday, November 27th beginning at 9am, provided you have filed a Petition to Graduate by Friday November 17th. 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 may be found here:

<http://www.bentley.edu/offices/registrar/graduate-school-business-graduation-information>

Registration dates/times for NON-GRADUATING STUDENTS

You will register on Tuesday, November 28th beginning at your assigned registration time. Registration will be available to you until midnight on November 28th.

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

Spring 2018 Registration

Registration Date:	Registration Time:	Group:	May enroll in the maximum total number of credits:
Monday November 27th	Begins 9am for all Graduating Students	Graduating Students <i>Must complete final courses in Spring 2018 & file a graduation petition via MyBentley by 11/17</i>	13 credits
Tuesday November 28th	See MyBentley beginning 11/20 for your access time	Non-Graduating Students	ELMBA/MSMBA – 13m credits All Others: Full-time - 10 credits All Others: Part-time - 7 credits
Wednesday November 29th	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 11/27
Non-Graduating students have access from their assigned time to midnight on 11/28
All graduate students will have 24 hour access beginning 11/30 at 9am*

FAQ's

How will I know my assigned registration time?

Your individual registration time will be posted on your MyBentley account by November 20th at 4pm. 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.

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

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.

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. <http://www.bentley.edu/graduate/gsas/staff-and-appointments>

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". You will be contacted via your Bentley email account if a seat becomes available to you. For additional information: <http://www.bentley.edu/offices/registrar/graduate-school-waitlist>

Below please find links to important documents that you should read prior to registration:

For important registration related policies and procedures:

<http://www.bentley.edu/offices/registrar/registration-policies-and-information>

Of particular interest to new students – how to register online:

http://www.bentley.edu/files//2015/03/06/GR%20MyBentley%20reg%20instruct_0.pdf