

Good afternoon,

Now that the Fall 2025 course schedule is published, please read the following information before your registration day to help you prepare for registration.

Registration Dates

Registration for Fall 2025 will take place on **April 1, 2, 8 and 9**. Please log into Workday to find out the exact day and time of your registration.

Academic Advising Opportunities

We are offering the following services to help you prepare to register for fall classes. Please note that **advising appointments are limited and the events below are your best opportunities for assistance**.

Late Night: Pop-Up Academic Advising	March 31, 2025 - TONIGHT	5:30pm – 7:00pm	Tables outside the 921
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Drop-in Hours (weekdays)

Hosted by Peer & Professional Advisors

March 27- April 8 (excluding registration days)	11:00am – 4:00pm	Available in person and via zoom (You can sign-up for a 10-minute zoom session with a professional advisor on Navigate360)
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Please note: there is a correction below – zoom drop-ins on registration day will be held from 1:30pm-4:00pm

Tuesday, 4/1	7:00am – 8:30am	Zoom ID: 210 770 506
	10:00am – 12:00pm	Undergraduate Advising in Jennison
	1:30pm – 4:00pm	Zoom ID: 210 770 506
Wednesday, 4/2	7:00am – 8:30am	Zoom ID: 210 770 506
	10:00am – 12:00pm	Undergraduate Advising in Jennison
	1:30pm – 4:00pm	Zoom ID: 210 770 506
Tuesday, 4/8	7:00am – 8:30am	Zoom ID: 210 770 506
	10:00am – 12:00pm	Undergraduate Advising in Jennison
	1:30pm – 4:00pm	Zoom ID: 210 770 506
Wednesday, 4/9	7:00am – 8:30am	Zoom ID: 210 770 506
	10:00am – 12:00pm	Undergraduate Advising in Jennison
	1:30pm – 4:00pm	Zoom ID: 210 770 506

***Students cannot swipe in for drop-ins until 10 minutes prior to the start. Students are not allowed to wait for drop-ins in the office until 10 minutes before the start.**

- **Reminder:** Students must be logged into their Bentley Zoom account to attend these sessions. Log into <https://bentley.zoom.us> and sign in using your Bentley e-mail & your network password.

Important Reminder Before Your Registration Day

- Check for account holds using this step-by-step guide: [Viewing Your Holds](#)
- Login to your Workday account prior to your assigned registration time to avoid any login issues and make sure you are ready to register when your time comes.
- Watch this [video](#) on how to register for classes using Schedule Planner and review this step-by-step guide: [Building a Schedule in Workday using Schedule Planner](#)
- Create multiple schedules and be prepared with multiple course options as a back-up plan.

NEW THIS SEMESTER: Reserved Capacity Courses

Specific Course Sections are Reserved for Specific Majors/Minors

If you are trying to register for these courses having not declared the indicated major/minor or concentration, you will be put on the waitlist for the course, even if the course status is open. On April 11th, any open seats will be released to waitlisted students. [Learn more about reserved capacity.](#)

Looking to register for a course that has a corequisite?

A corequisite is a course that must be taken at the same time as another course. Students must register for the corequisite course(s) before adding the other course. For example, students who want to take FI305 but also need ST113 must register for and ST113 first and then go back and add FI305.

Do you know what your catalogue year is in Degree Works? Choosing the wrong catalogue year will affect your degree audit. Your catalogue year is the semester you started at Bentley. For example, if you started in September 2022, then your catalogue year is 2022-2023. If you started in January 2023, then your catalogue year is also 2022-2023

Have you checked out the [Registration Hub](#)? Check out this page for information for registration and be sure to bookmark it for future use.

Key Resources

Workday Student [step-by-step guides](#)

Understanding Degreeworks [FAQs](#)

Check [Course Pre-requisites](#)

Academic [Policies and Procedures](#)

[Add/Drop/Change your Program of Study](#)

Thank you,
Undergraduate Academic Advising
Jennison 336
Bentley University