

GRADUATE ADVANCED STANDING REGISTRATION



Advanced Standing Students beginning the **graduate portion** of the Advanced Standing program, you're able to register for your graduate course(s) in Workday. You can register for your courses at your registration appointment time in Workday.

IMPORTANT REGISTRATION INFORMATION

Please read the all the information below carefully to ensure a successful registration. Failure to abide by these rules will result in being dropped from incorrect course registrations.

Students starting their MSA, MBA MSF/MSFA, or MSBA:

- Your Advanced Standing graduate record has been entered into Workday. If your graduate record hasn't been added, please contact our office by email at registrar@bentley.edu.
- Your graduate waivers and courses that you completed have also been articulated into your graduate record in Workday. If you're currently taking graduate courses this semester, it will be articulated at the end of the Spring semester.
- You should only register for Spring graduate courses towards your graduate degree if your expected completion semester for your undergraduate degree is Fall 2024.
 - If you're not on track to graduate with your undergraduate degree in the Fall 2024 semester, notify our office immediately at registrar@bentley.edu and copy your undergraduate academic advisor.
- Your full graduate degree audit will not be available to view in Degree Work until mid January. To know your degree program requirements and what courses to take, please visit the Graduate Academic Programs site [here](#) to view your intended program of study.

Registration FAQ's for Advanced Standing Students transitioning into their graduate degrees (MSA, MBA, MSBA, MSF/MSFA)

- You cannot start/finish your UG and GR records in the same term. (Ex: If you plan on completing your UG degree requirements Spring 2025, you cannot start your GR degree in the Spring. You will be a Fall start for your graduate degree).
- You can't register for courses you've already taken the UG course equivalences for.
 - Please review the course equivalences list on the Registrar site [here](#).
- You can't register for GR 500 level foundation courses, BID, or HF course sections.
- Additional information regarding registration can be found on the [Registration Hub](#)



If you have advising questions or concerns, please contact GA_Gradvising@bentley.edu. You can also attend **Peer Advising Drop-In Hours**. No appointment needed. Simply drop in person (Jennison 336), on [zoom](#), or by phone (781.891.2348) Monday -Thursdays from 11-4pm.