

**Fall 2008
New and Returning Students
Registration Procedures**

IMPORTANT PLEASE READ!!!

1. **Registration**—The registration schedule for Fall 2008 semester is as follows:

Monday, August 25, 2008	5:00 pm—6:00 pm 6:35 pm—7:05 pm	New Student Orientation New Student Academic Advisement
Tuesday, August 26, 2008	7:05 pm—8:15 pm 1:30 pm—4:00pm	New Student Registration New Student Financial Services
Tuesday, August 26, 2008	4:15 pm—6:45	Returning Students Academic Advisement Registration Financial Services
Wednesday, August 27, 2008	9:00 am—4:00 pm	All Students Academic and Financial Services
Thursday, August 28, 2008		Classes Begin
Saturday, August 30, 2008		Classes Begin—Distance Education
Friday, September 12, 2008		End of Add/Drop Period

2. **Track System**—Students must select a morning track or weekend track. The morning track allows students to select courses between the hours of 8-4 Tuesdays, Wednesdays, and Thursdays. The night/weekend track allows students to select courses between the hours of 6-9:30 Tuesday-Fridays and between 9-3 Saturdays.
3. **Logins**—All students must logon to www.itc.edu/iqweb to view course schedules and register for courses. If you need assistance, you may contact the Registrar's Office by calling 404-527-7707, 5737, or 7708 to request or reset logins.
4. **Drop & Add**—Course adjustments (drop/add) will be processed through **Friday, September 12, 2008**. After this date, no one will be allowed to make changes to their original schedule.
5. **Denominational Dean Signature**—All students must secure the signature of their denominational dean prior to paying tuition fees (**ENROLLMENT**) for Fall 2008 semester.
6. **Prospective Graduating Seniors**—Seniors who plan to graduate May 2009 must complete senior audits in the Registrar Office. The Registrar will begin scheduling graduating senior audits **only** on **August 26th, through October 2nd Tuesday thru Thursday by appointment only.** Please contact Mr. Jerome Johnson at 404-527-7707 to schedule an appointment.