

Priority, online summer 2010 registration for JTS students will be held on Monday, March 1, 2010 and Tuesday, March 2, 2010. Registration will remain open for all students, both JTS students and non JTS students through the dates listed on the [academic calendar](#). The online procedure is simple and is exactly the same as the registration process for the Fall and Spring semesters:

- 1 Request your course selections through my.jtsa.edu/ics (which will be automatically transmitted to your academic advisor).
- 2 Advisors will electronically approve (or contact you if they disapprove) your course selections for the summer 2010 semester.

How do I register online?

- 1 Log on to my.jtsa.edu/ics (don't forget the /ics).
- 2 Follow all of the instructions on the [tutorial](#).
- 3 Make an appointment to meet with your academic advisor. Your advisor will decide whether your meeting will take place in person, email or by phone.

May I register for all courses and grade categories online?

The following courses and grade categories require registration through the JTS registrar's office:

Independent study: Submit an [independent study form](#) to the JTS registrar's office after your advisor has registered you for the class.

Pass/Fail grade request: Submit a [pass/fail grade request form](#) to the JTS registrar's office after your advisor has registered you for the class. The registrar's office will change your specific class registration to pass/fail.

Audit request: Submit an [audit request form](#) to the JTS registrar's office after your advisor has registered you for the class. The registrar's office will change your specific class registration to auditing.

Are all students required to register online?

All currently enrolled JTS students who wish to register for summer 2010 courses register through the online registration process. However, students with registration "holds" (accounting holds, outstanding library fines, lack of immunization documents, lack of emergency contact information) must:

- 1 Contact the JTS registrar's office personally; and
- 2 Have their advisor email summer registration approval to the JTS registrar's office.

Is there a "hold" on my registration?

Log on to my.jtsa.edu/ics. If there is a hold on your account, you will see the following message on your home page: "**Alert:** You have holds and are not allowed to Add and Drop courses". The specific type of hold will be listed on the same page under "holds".

How do distance learning students register?

Follow the exact same procedure as on campus students (listed above).

Do you have questions?

Email: registrar@jtsa.edu