



## **SPRING 2023 REGISTRATION PROCESS**

**Before selecting classes, you must choose either the *Virtual*, *Face-to-Face*, or *Distance Learning* format. Please see the **Spring 2023 course offerings.****

**Step 1.** Contact your academic advisor to select your classes for Spring 2023.

Or

**Step 1A.** You can log into your JICS portal and select your classes.

**Step 2.** If you have been awarded for Fall 2022, you may proceed to Step 3; if not, please contact the Office of Financial Aid.

**Step 2A.** If you are currently enrolled, please complete the *Business Office Agreement Form*.

**Step 3.** Contact the Business Office for billing and fee assessment and ID validation

**Step 4.** All lost IDs can be replaced for a fee.