

Fall Registration 2025

Returning Students

Students please fill in the following information by logging into Empower and recording your ID number and advisor's name. Check to be sure your account is free of holds, and you have filled out your vehicle information before you begin visiting these offices in the following order.

STUDENT NAME: _____ **Student ID:** _____

License Plate Number _____ **Vehicle Make** _____ **Vehicle Model** _____

1. Not Applicable
2. Not Applicable
3. Sign in for Advising _____ Advising - Norman Front Desk
STEWART PITTS ECKLES RICHEY ROWLAND OTHER: _____
International or On-Campus student 9 seat hours _____ (to be signed by advisor)
Registered in MLC 0000 _____ (to be signed by advisor)
4. Sign in for Financial Aid - Norman Front Desk _____ Financial Aid (_____)
5. _____ Sign in for Parking - Norman Front Desk
_____ Parking Permit Paid: Yes / No
_____ Parking Permit Issued: Yes / No Permit #: _____

THIS STEP FOR RESIDENT STUDENTS ONLY, IF ONLINE OR COMMUTER, PLEASE PROCEED TO #7

6. _____ Sign in for Residential Services - Norman Front Lobby
(Wait in Watson and you will be called to Stevens)
_____ Residential Services Options if applicable
_____ Resident Student: Yes / No Residence Posted: Yes / No
7. _____ Sign in for Student Accounts at Norman Front Lobby
(Wait in Watson and you will be called back to Student Accounts office)
8. _____ Student Accounts - Norman
You may bring only 1 financially responsible person with you (if applicable).
9. _____ ID Badge - Newburn Library
_____ Student ID/Update Residential Status and Contact Information
_____ May Graduation Regalia Measurement Yes / No
_____ Student Code of Conduct: Yes/No
_____ Campus Map: Yes /No
10. _____ Residential Services at Stevens Room - Norman Front Lobby
_____ Room Condition Report Complete
_____ Key Issued after ID confirmed

If you need to change your schedule after you have registered, you may do so prior to August 13, 2025 at no charge. There will be a \$25 fee for schedule changes during the add/drop period from August 13-19, 2025. The add/drop deadline is August 19, 2025 by 4:00 PM CST.

*****Turn in this form when you reach the final checkpoint.**

Jacksonville College complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, pertaining to the provision of reasonable accommodations for students with a disability. If you believe that you have a disability or need requiring access or accommodations, please contact the Office of Access and Accommodation at access@jacksonvillecollege.edu or by visiting www.jacksonvillecollege.edu/access.

Updated 7.30.2025