REGISTRATION

Registration is the systematic process that reserves seats in particular classes for eligible students. It is accomplished by following the procedures announced in advance of each term's registration period. Enrollment is the completion of the registration process and affords the full rights and privileges of student status. Enrollment is accomplished by the payment or other satisfaction of tuition and fees and by the satisfaction of other obligations to the University.

Registration alone does not guarantee enrollment, nor does registration alone guarantee the right to participate in a class. In some cases, students will need to obtain the approval of the instructor or representative of the department that offers a course. Please check this website and the registration instructions contained in the Directory of Classes (http://www.columbia.edu/cu/bulletin/uwb/) and/or Vergil (https://vergil.registrar.columbia.edu/) for all necessary approvals.

Registration Details

Core Courses
Students interested in registering for Core courses or petitioning to transfer sections should consult the Core Registration and Petitions page.
Visual Arts Courses
It is not possible to register online for visual arts courses; students must follow a procedure that is different from registering for most other courses. Some visual arts courses require that students show a portfolio prior to registration. Most visual arts courses require that students attend the first two days of class to ensure their spot and then secure the written permission of the instructor. Students should take a Registration Adjustment form with them to the first meeting of the class. Preference in visual arts classes is given to majors. For more information about registering for Visual Arts classes see Visual Arts Registration.

Dance Courses
Registration for dance classes is by permission of the instructor. GS students registering for a dance class must register for at least one point: GS students may not register for a zero-point dance class.

Physical Education Courses
Registration for Physical Education courses must be handled with the Registration Adjustment Form during the first week of each term.

Cross-registration into Other Columbia Divisions
Students who wish to take courses in one of Columbia's graduate or professional schools or programs must receive written approval from both GS and the appropriate graduate or professional school or program, as well as the instructor of the course, and must also submit a Cross-Registration petition (http://bulletin.columbia.edu/general-studies/academic-policies/registration/CrossRegistrationPetition.pdf). Undergraduate students should have completed one semester and 15 points of letter-graded Columbia coursework and be in good standing within the School to be eligible to petition for coursework in another school. Postbac Premed students must be in good academic standing within the Program and must have a compelling reason, consistent with their academic goals, for cross-registering. All work for these courses must be completed within the term in which the student is enrolled.

Note: GS students are not allowed to register for professional courses administered through the School of Professional Studies unless that course is cross-listed within an Arts & Sciences department or program offering an undergraduate major or concentration.

Limit on Professional Courses Counted Toward the Degree
GS students are permitted 6 points of professional studies coursework toward their GS degrees. Those 6 points may be counted in transfer credits or courses completed at Columbia, or a combination thereof. Exceptions to this rule include GS students accepted into the combined or dual degree programs with Columbia's professional schools, where applicable. Courses which are cross-listed with undergraduate departments do not count toward this limit.