

How to Register on Banner Web

Course registration happens at different times for different groups of students. You can see the earliest day and time you may register on Banner by selecting *Check Registration Status* under the *Registration* menu.

1

Log into [Banner](#). (Make sure you are allowing pop ups for this site!) Click on "Registration"

Watch [video tutorials](#) on how to register using both the timetable method (below) and using *Add / Drop* to register for courses individually.

2

Click on "Register for Courses"

3

Select the term you want to register for and submit.

4

Read this important information. It explains registration requirements and your responsibility to ensure you are taking the correct courses to graduate.

5

If any of this information is incorrect, contact the Office of the Registrar to have it changed. It is important that we have current contact information for you.

6

By accepting this page you are agreeing to the Georgian College policies, including the payment, withdrawal, and refund policies. You can read all of the policies in full at GeorgianCollege.ca/admissions

7

Select a timetable from the list to view the actual days and times of the courses.

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Register For Courses

STEP 1.

View the mandatory course(s).
 Select optional course(s).
 Hint: Click the course title to view the course details.

Re mandatory courses, you will not be registered into the course(s) again.
 For optional courses, you must choose.

MANDATORY COURSES

Status	CRN	Subj	Crs#	Title	Typ	Day	From	To	Location	Dates
<input checked="" type="checkbox"/>	12731	ACCT	2002	Accounting Fundamentals	L	Wed	09:00	10:50	BA_E_111	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12731	FOOD	2002	Contemporary Food Presentation	L	Wed	16:00	17:50	BA_E_218A	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12734	FOOD	2003	Wine, Beer And Spirits	L	Fri	08:00	12:50	BA_E_110	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12734	FOOD	2003	Wine, Beer And Spirits	L	Thu	18:00	17:50	BA_E_118	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12737	MKTG	1000	Introduction To Marketing	L	Thu	12:00	13:50	BA_E_118	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12737	MKTG	1000	Introduction To Marketing	L	Tue	12:00	13:50	BA_E_209	14OCT14-19DEC14
<input checked="" type="checkbox"/>	12737	MKTG	1000	Introduction To Marketing	L	Wed	11:00	12:50	BA-D_208	14OCT14-19DEC14

COMMUNICATIONS COURSES:

Your program has 0 Communications course(s) this term. Click on DISPLAY SECTIONS for the Communications course that fits your timetable.

GENERAL EDUCATION COURSES:

Your program area is offering 1 General Education course(s). Click on DISPLAY SECTIONS for the General Education course(s) you are interested in taking.

Status	Subject	Crs#	Title	Selected section	Select sections
Open	SHED	2033	Understanding Art		Display Sections
Open	SHED	2033	World Cinema		Display Sections

GO TO STEP 2.2.6 or another timetable B.C.C.

GO TO STEP 1.3.6 or another timetable B.C.C.

GO TO STEP 1.3.6 or another timetable B.C.C.

Submit Register

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Your mandatory courses will already be selected for you

You can view other available timetables by clicking on the letter here

Click on "display sections" to choose the day and time you want for that course from the pop up menu (see 9)

If your program requires optional courses, communications or general education courses it will tell you to select them from the lists. For most programs, students who have not taken the CPT test will be required to take COMM 1016 as their first communications class.

When you are sure of your choices, click "submit". Make sure you are ready though, you cannot make changes once you click submit. If you forgot to select a required course you will get a pop up error that gives you the option to go back and add the missing course before submitting. Read the message carefully.

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Course Title: Understanding Art
 Course Code: GNED 1017

Print Page

Click the box to the left of the course you want to select.

Section	Conflict with	Type	Day (s)	From	To	Location	From-To Dates	Instructor
<input type="checkbox"/> 10543						BA_O, LINE	14OCT14-19DEC14	J. Gibson-Vick

Close

Click on the little box on the left of the section you want. If you already have a class scheduled at that time it will show here and not allow you to select that section.

Registration Errors

If you have a registration error that you feel is not correct or if you require assistance, please contact the Office of the Registrar at the Barrie Campus. Please be aware that registration changes can be made during the add/drop period.

CRN	Subj	Crs#	Sec#	Level	Cred	Grade	Mode	Title	Status
12731	FOOD	2002	02	Post Secondary	3.00	Numeric		Contemporary Food Presentation	You are missing a prerequisite and cannot take this course.

Timetable For Fall 2014

CRN	Subj	Crs#	Sec#	Level	Cred	Grade	Mode	Title	Status
12992	ACCT	1013	04	Post Secondary	3.00	Numeric		Accounting Fundamentals	**Web Registered** on Nov 06, 2014
12734	FOOD	2003	06	Post Secondary	3.00	Numeric		Wine, Beer and Spirits	**Web Registered** on Nov 06, 2014
12737	MKTG	1000	19	Post Secondary	3.00	Numeric		Introduction to Marketing	**Web Registered** on Nov 06, 2014
10543	GNED	1017	70	Post Secondary	3.00	Numeric		Understanding Art	**Web Registered** on Nov 06, 2014

Total Credit Hours: 12.000
 Billing Hours: 168.000
 Minimum Hours: 0.000
 Maximum Hours: 99999.999
 Date: Nov 06, 2014 03:10 pm

You are conditionally registered in all courses with status "WEB REGISTERED". Please check for registration ERRORS and print this page for your records.

Georgian College reserves the right to change or cancel programs or courses. The College also reserves the right to make changes to a student's timetable.

You are responsible for verifying that courses selected by you or assigned to you will meet your graduation requirements. To graduate from a program you must satisfactorily complete all the required courses which comprise your certificate or diploma program, including general education courses, courses offered as choices and any co-operative work terms, field placements or practicum as outlined in the Program Outline or Academic Calendar. It is also recommended that you periodically "audit" your progression towards graduation.

There may be exceptional cases in which the online fee assessment calculation may not be applied to the selection of certain courses with varying hours. Although every attempt has been made to ensure that the calculation is correct, the College reserves the right to reassess fees after the add/drop period.

Print Page

(View Weekly Timetable | View Account Summary)

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View your weekly timetable to see your courses in a grid format. Online courses will be listed at the top of the page as courses without assigned meeting times.

You are now registered. Check here to make sure there are no errors in your registrations.

Check your account summary every time you make a change to your registrations to make sure your charges have not changed unexpectedly.

College withdrawals must be done in writing, with a signature. You are not officially withdrawn if you do not show up for class or if you verbally notify your teacher, registration staff, counsellors or any other College staff. The last day to withdraw and not be financially responsible for full term fees is the 10th business day of the term.

It is your responsibility to be aware of upcoming deadlines. Visit GeorgianCollege.ca/admissions/important-dates for a full list of important dates