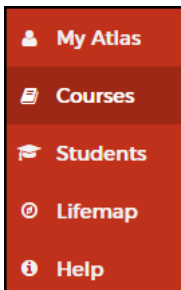


# Student Profile: Registration Time Ticket

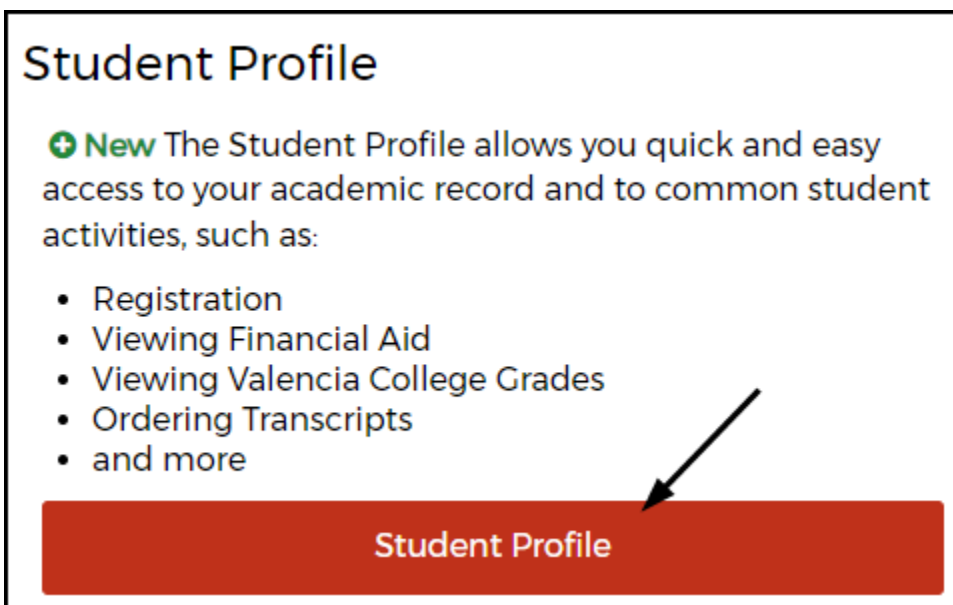
You can access many self-service functions via your **Student Profile**, including finding your **Registration Time Ticket**.

Your **Registration Time Ticket** is the date and time you may begin registering for classes. You are assigned a new **Registration Time Ticket** for each semester. Follow the instructions below to locate your **Student Profile**, navigate to find your **Registration Time Ticket** and view your **Registration Time Ticket**.

1. Log in to your Atlas account
1. Click on the **Courses** tab:



2. On the **Courses** tab, click on **Student Profile** inside the **Student Profile** channel:



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2. Inside your **Student Profile**, locate the list of **Additional Links** on the left side of the page:

The screenshot shows the Valencia College Student Profile for Charli Atlas (V02707326). The page includes a navigation sidebar on the left with 'Additional Links' highlighted. The main content area displays bio information, curriculum details (Associate in Science Degree, AS Accounting Technology), and registered courses. A red arrow points to the 'Additional Links' menu item in the sidebar.

3. Under **Additional Links**, click on **Registration**:

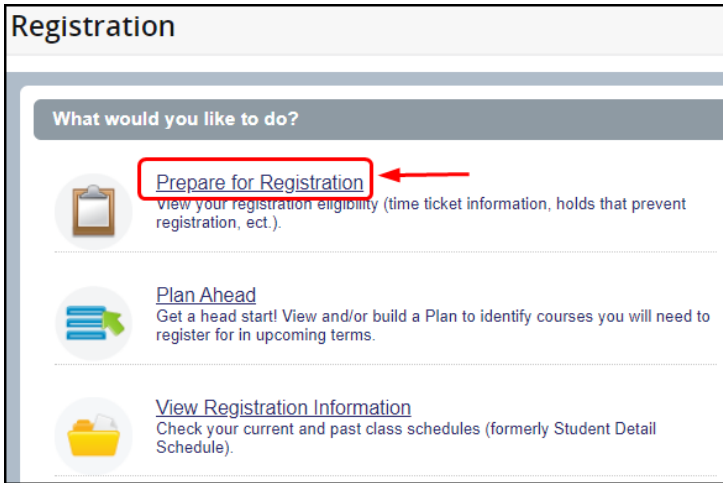
This image shows a close-up of the 'Additional Links' sidebar menu. The 'Registration' option is highlighted with a red box, and a red arrow points to it from the right.

3. You will be directed to the **Registration** menu:

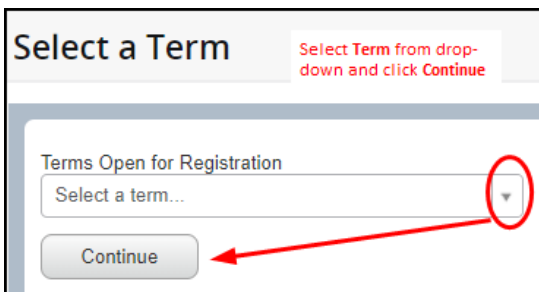
The screenshot shows the Registration menu with the following options:

- Prepare for Registration**: View your registration eligibility (time ticket information, holds that prevent registration, ect.).
- Register for Classes**: Register for classes and/or manage your class schedule (including withdrawing from one or more courses).
- Plan Ahead**: Get a head start! View and/or build a Plan to identify courses you will need to register for in upcoming terms.
- Class Schedule Search**: Search for classes for registration.
- View Registration Information**: Check your current and past class schedules (formerly Student Detail Schedule).
- Browse Course Catalog**: Look up courses to add to your Plan (allows you to add classes to your Plan that are not yet available for registration).

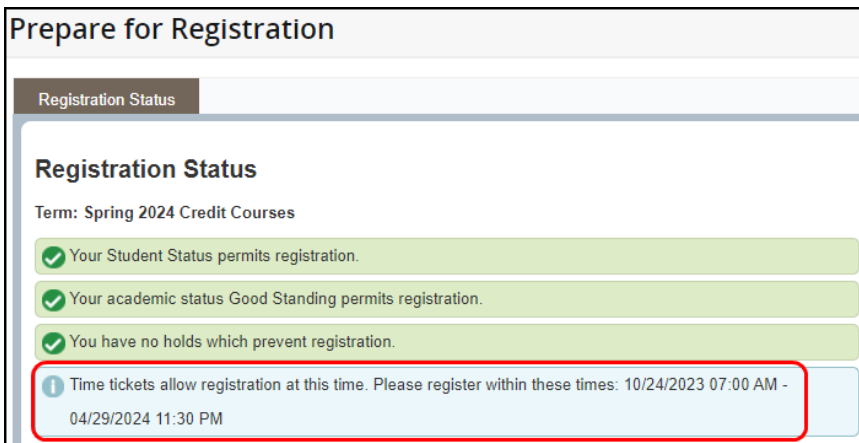
4. Click on **Prepare for Registration**:



5. Click on the drop-down arrow next to **Select a term...** to select the registration term you wish to view your **Registration Time Ticket** for and then click **Continue** :



6. Your **Registration Time Ticket** information will be displayed:



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7. In addition to your **Registration Time Ticket**, you can view your full **Registration Status** on the **Prepare for Registration** page:

Prepare for Registration

Registration Status

**Registration Status**

Term: Spring 2024 Credit Courses

- ✓ Your Student Status permits registration.
- ✓ Your academic status Good Standing permits registration.
- ✓ You have no holds which prevent registration.

Time tickets allow registration at this time. Please register within these times: 10/24/2023 07:00 AM - 04/29/2024 11:30 PM

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Need help? Reach out to one of our [Student Support Services](#). For technical assistance with your Atlas account, call the Atlas Student Help Desk at 407-582-5444 or email [askatlas@valenciacollege.edu](mailto:askatlas@valenciacollege.edu).