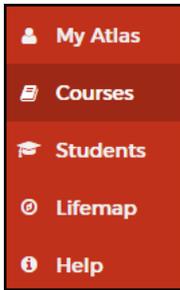




# Registration Time Ticket

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 and view your **Registration Time Ticket**.

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



3. On the **Courses** tab, click on **Registration** inside the **Registration** channel:

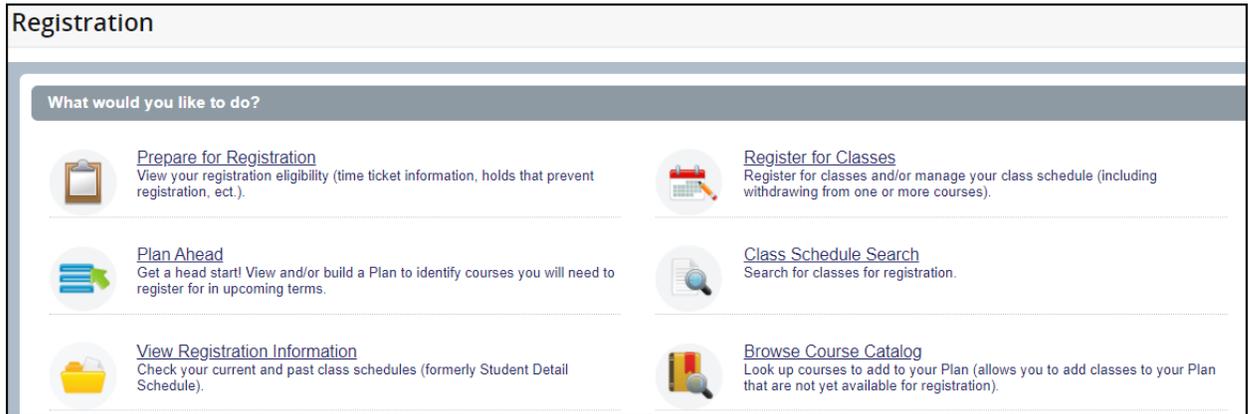


4. Click on **Registration Status**:

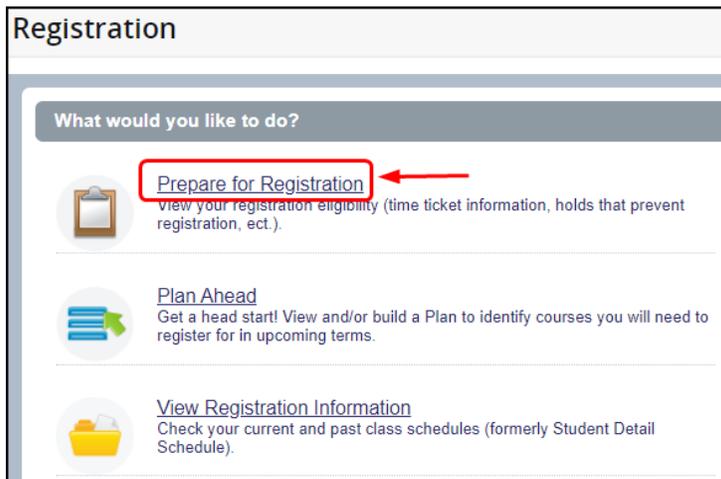


6/2024

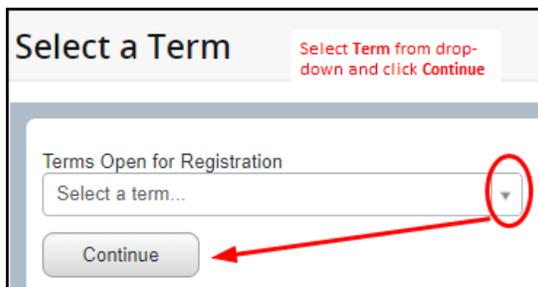
5. You will be directed to the **Registration** menu:



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



7. 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** :



6/2024

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

The screenshot shows the 'Prepare for Registration' page. At the top, there is a 'Registration Status' tab. Below it, the 'Registration Status' section displays the term 'Spring 2024 Credit Courses'. Three green checkmarks indicate that the student's status, academic standing, and holds all permit registration. A red box highlights a blue information box at the bottom that contains a time ticket: 'Time tickets allow registration at this time. Please register within these times: 10/24/2023 07:00 AM - 04/29/2024 11:30 PM'.

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

This screenshot is similar to the one above but highlights the registration status checks. A red box encompasses the three green checkmarks: 'Your Student Status permits registration.', 'Your academic status Good Standing permits registration.', and 'You have no holds which prevent registration.' The time ticket information is visible below but not highlighted.

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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).