

## SPRING 2024 OFFICIAL REGISTRATION INFORMATION & INSTRUCTIONS

## Tuesday, January 16 at 8:00 a.m. – Monday, January 22, 2024

NOTE: Failure to complete the registration process during this time will result in a late registration fee

<u>ALL</u> students are required to confirm their registration for the spring 2024 semester. To register, access the online RegAssist link located on the WVWC homepage under Students/Academic Services/RegAssist or <a href="https://www.wvwc.edu/students/academic-services/regassist">https://www.wvwc.edu/students/academic-services/regassist</a>.

Upon successful completion of the process, students will receive an email confirmation to keep in the event they need to provide verification.

Holds – Students with a financial hold must contact the Office of Student Accounts to make arrangements before they will be cleared to register via RegAssist. The Office of Student Accounts is available by email correspondence at studentaccounts@wwwc.edu or by phone at 304-473-8569. Student account information, as well as the ability to make payments, is available via Self-Service at http://selfservice.wwwc.edu/

Technical issues should be reported to the Helpdesk at helpdesk@wvwc.edu immediately.

## **SCHEDULE CHANGES**

Schedule changes for the spring 2024 semester will begin on Tuesday, January 16 and continue through Monday, January 22 in the Academic Services Office, 1<sup>st</sup> Floor of the Administration Building. The office is open from 8:00 a.m. to 4:30 p.m.