

## Instructions to Register for Classes

To register for classes, please review the instructions below carefully. Online registration is completed on a first come, first served basis. Note that some courses may have a prerequisite, in this instance, an advisor's approval will be required. As a reminder please log into Sharklink to accept the **Student Enrollment Agreement (SEA)** before registering and if applicable check your financial aid status.

**Note** for Master's and Educational Specialist students, please be sure to register for the session I and II of the semester simultaneously to ensure a timely and full disbursement of financial aid. Find instructions to register below.

### 1. Student Transaction Form (STF)

Using your [Sharklink](#) username and password, sign in to complete an [online STF](#). You will need the Course Reference Number (CRN) for each course you plan to register for in the semester.

### 2. Confirmation Email

After completing the online STF, you will receive a confirmation email that your transaction will be processed within 3 business days. Review the confirmation to ensure you have registered for the correct course(s).

### 3. WebSTAR

Next, log into [Webstar](#) and select the *Student Tab*. Select the *Registration Tab* to check your registration status, add/drop classes, and display your course schedule. And you can also select the Student Records Tab to view holds, account summary, course catalog, and [Curriculum, Academic and Program Planning \(CAPP\)](#).

Congratulations and Go Sharks!

For questions regarding your registration, contact your academic department or reach out to the FCE Academic Advising Office by telephone at 1-800-986-3223 or (954) 262-8500, by email at [fceadvise@nova.edu](mailto:fceadvise@nova.edu), or contact your Field Associate.