







FALL 2020 REGISTRATION PROCESS FOR STUDENTS TAKING COURSES ON CAMPUS

Welcome to Fall 2020 registration! Pre-registration **must occur prior to arrival**. If you have not pre-registered, go to "My Talladega" to select your courses, or contact your advisor for assistance. New students contact admissions at admissions@talladega.edu or (256) 761-6235 for assistance.

 **STEP 1: Health Screening located in Shores Hall:** Students will undergo the COVID-19 testing, health screening, and mental health screening **prior** to traveling to other destinations on campus. For health questions contact Nurse Stacy Fincher at sfincher@talladega.edu or (256) 761-6208. For mental health and wellness questions contact Michael Brown at mbrown@talladega.edu or (256) 761- 6246.


 **STEP 2: Financial Aid Office located on the bottom floor of Seymour Hall.** Students should submit financial aid documents to finaid@talladega.edu prior to arriving on campus. An appointment must be scheduled with the Financial Aid Office for those who desire to have a meeting to discuss their financial aid status and complete necessary documentation. Contact (256)761-6237 or finaid@talladega.edu for more information.

 **STEP 3: Business Office located on the 1st floor of Sumner Hall.** Students' fees will be assessed, and balances will be paid. For more information, contact the following Talladega College staff:
Shelia Borden- email: sdborden@talladega.edu phone: (256) 761-6224
Mercedes Stockdale- email: mstockdale@talladega.edu phone: (256) 761-6221

 **STEP 4: Housing.** Please follow the instructions that were sent to you by housing regarding your location. Students **not** living on campus must complete the "Off-Campus Room Reservation Form" at the link provided below. For more information contact the Residence Life Office at (256) 761-6337 or tchousing@talladega.edu.

Off Campus Room Reservation Form Link:

<https://www.cognitoforms.com/TalladegaCollege3/offcampusroomreservationform>

 **STEP 5: ID Card/IT.** Students should check your Talladega College email for information from the IT department regarding obtaining you college ID.

REGISTRATION COMPLETE! The Office of the Registrar will make your courses current before classes begin. If you add courses after you have initially been made current, send an email to registrar@talladega.edu using your Talladega College email address. The registrar's office can also be contacted by phone at (256) 761-6195.