SUMMER SCHOOL REGISTRATION INFORMATION

1. Advisement for Degree-Seeking Students
   Permission from an academic advisor is **not** required prior to registering for a summer course(s). You only need to refer to the Undergraduate Catalog and select a course that will fit into your degree program. However, if you wish to speak with a member of student services in your intended college, please refer to the telephone numbers that are printed on the information for admitted students form that is enclosed in your acceptance packet. The Undergraduate Catalog can be viewed online at [www.winthrop.edu/recandreg/catalogs](http://www.winthrop.edu/recandreg/catalogs).

   Please note: you will need to meet with an adviser before you can register for **fall classes**. For additional information on fall registration, please refer to the information that is enclosed with your acceptance letter. Complete information on fall advisement and registration will be mailed from the Office of New Student and Parent Programs to all admitted students.

2. Advisement for Non-Degree Students
   Permission from an academic advisor is **not** required prior to registering for a summer course(s). You should read the information provided in the remainder of this document and follow the instructions for registration.

3. Winthrop Email Account
   All admitted students must obtain a Winthrop E-mail account. This account will be used to log on to Wingspan, the student portal. You will register for classes on Wingspan.

   You may register for an e-mail account by logging on to the enrollment checklist: [www.winthrop.edu/mychecklist](http://www.winthrop.edu/mychecklist) or by going to Wingspan - [https://wingspan.winthrop.edu/](https://wingspan.winthrop.edu/) - and clicking on Need an Account.

4. Immunization Requirement
   Proof of immunization or immunity (see Immunization Form) is REQUIRED of ALL students in order to register for classes. Pages 1 and 2 of the enclosed Immunization Form must be submitted to Health & Counseling Services prior to class registration. Documentation of immunization means a healthcare provider or health department must sign your Immunization Form **OR** you must attach an official certificate such as from the military or health department.

5. Registration
   If your immunization documentation has been received by Health Services, you may register on-line at [https://wingspan.winthrop.edu/](https://wingspan.winthrop.edu/) beginning on March 23.

   If you do not have access to a computer, you may register at the kiosk located in Tillman Hall, Room 126.

   For additional information on registration procedures, please call the Office of Records and Registration at (803)323-2194 or visit their website at [www.winthrop.edu/recandreg/registration](http://www.winthrop.edu/recandreg/registration).

6. Additional Information
   Complete information on summer school is available online at [www.winthrop.edu/summer/](http://www.winthrop.edu/summer/).