

Student Course Registration Form (SFAREGS)

The steps below should be completed to add a credit to a student's account. The values used in the fields in these steps are the values that were demonstrated in the simulation.

Step	Action
1	Access the Student Course Registration Form (SFAREGS).
	🙀 Student Course Registration SFAREGS 7.3 2000000000000000000000000000000000000
	Term: 200610 🔻 ID: 543521234 🖤 Black, James C. Date: 29-JUN-2006 🥅 Holds:
	□ View Current/Active Curricula □ Print Bill ☑ Print Schedule
	Registration Student lerm Curricula lime status
	Enrollment Information
	Status: I VEligible to Register Status Date: 28-JUN-2006 Acceptance: N Maximum Hours: 99,990 V
	Course Information
	Grade Credit Bill Approval Part of Method of Error Status CRN Subject Course Section Mode Hours Hours Status Level Recd Override Term Instruction Campus Flag Type
	Fees: Y - Immediate assessment V Date: 28-JUN-2006 Credit Hours: 3.000 Bill Hours: 3.000 CEU Hours: .000
	Enrollment Status Code; Press LIST for valid codes, CQUERY for student info.
2	Enter 200510 in the Term field.
3	Enter 543521234 in the ID field.
4	Perform a Next Block function.



Registration Fee Assessment Using Banner 7

Job Aid: Add a Credit to a Student's Account (Continued)

Procedure, continued

Step	Action
5	Select Charge Optional Registration Fees from the Options pull-down menu.
	Note: Selecting this option will take you to the Registration Additional Fees Form (SFAEFEE).
	Term: 200610 V ID: 543521234 V Black, James C.
	Code Description Charge Activity Date
	Parking Fee -50.00 28:JUN-2006 I I I I I
	Total: -50.00
	Additional fee code; press LIST for valid codes.
6	Perform a Next Block function.
7	Double-click in the Code field.
8	Select PARK Parking Fee -50.
9	Click the OK button.
10	Click the Save icon.
11	Click the Exit icon.
12	Click the Exit icon.