

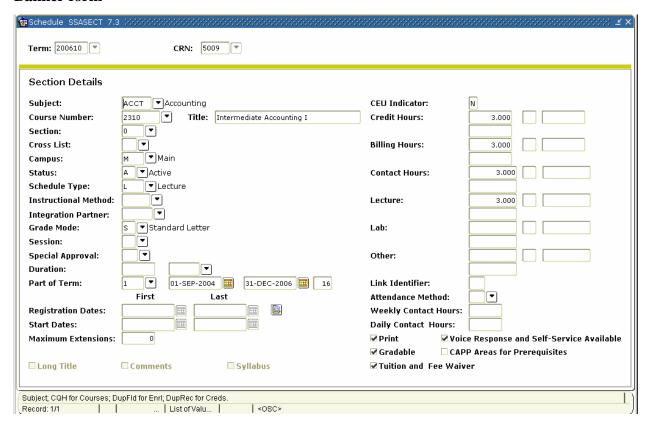
## **Registration Fee Assessment Using Banner 7**

Job Aid: Create Sections for Courses

#### Schedule Form (SSASECT)

The Schedule Form (SSASECT) is used to create sections for the courses, which were created in the Catalog module, according to the definitions and restrictions that were set up. The Registration module uses the sections to register students. A course catalog record must exist prior to the creation of sections for that course.

#### Banner form



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# **Registration Fee Assessment Using Banner 7**

Job Aid: Create Sections for Courses (Continued)

### **Procedure**

Follow these steps to set up a section with selected fees in SFARGFE to be waived.

Step	Action
1	Access the Schedule Form (SSASECT).
2	Enter 200610 in the <b>Term</b> field.
3	Enter 10001 in the CRN field.
4	Perform a <b>Next Block</b> function.
5	Select the <b>Tuition and Fee Waiver</b> checkbox.
6	Click the <b>Save</b> icon.
7	Click the <b>Exit</b> icon.

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