

One Stop Student Services

Policy: Enrollment Eligibility

Enrollment is the period before and at the beginning of each term when students access PAWS (<http://paws.uwm.edu>) to sign up for courses, make sure they are enrolled in the right courses and have the appropriate prerequisites, tie up loose ends and take care of other business.

Enrollment Eligibility

Continuing students who completed (or registered but withdrew from) the preceding term in good or probationary academic standing are eligible to continue at UWM unless they received a degree. Students who previously attended UWM but were not enrolled the preceding two terms must be readmitted to UWM.

Students who have been out more than two terms must file a reentry application to return to the University. Transcripts of college work taken during the absence from UWM must be submitted.

New students, as well as students who received a degree but wish to return for further study, must be officially (re)admitted in order to be eligible to register. All students must clear any "holds" resulting from overdue obligations before being eligible for readmission or enrollment.

If you are unsure about being an active UWM student, you can log onto PAWS and check. If the semester you want to enroll in is not listed, one of three things may be causing it to not show up:

1. The semester has not been made active yet (this is a process where the Department of Enrollment services makes the semester available for all students to access)
2. You are not a currently active student at UWM and should go to Admission.
3. You had intended to graduate at the end of the current semester and need to change your graduation date with graduation processing.

Enrollment Procedures and Deadlines

The initial enrollment cycle begins with the availability of the *Schedule of Classes*, which occurs in April for the following fall term; mid-October for the winter term; November for the spring term; and January for the summer term. The *Schedule of Classes* may be viewed online at www.uwm.edu/schedule.

Continuing students will be assigned enrollment appointment times that can be viewed on PAWS. Enrollment appointments indicate the first opportunity to register on the Web using PAWS after priority enrollment begins. New and reentering students will receive enrollment information as soon as appropriate after admission. New freshmen enroll as part of a new student advising and registration program.

Students will be assigned an "earliest possible" enrollment date and time based on their level and total earned credits within their level (e.g., graduate student, senior, freshman, junior, sophomore, special/nondegree student).

Details about the enrollment process, deadlines for a particular term, and penalties for late registration are described in the *Schedule of Classes*. Please ensure that you are taking advantage of your earliest opportunity to enroll, as well as complying with necessary procedures and deadlines.