

Remote Advising/Registration Guidelines

- Advising can take place remotely using e-mail, phone or Zoom. Please make sure to remove advisee holds via WebAdvisor.
- For Registration: If you have time zone issues and need assistance with registration, please contact the Registrar's office (registrar@central.edu). Include schedule discussed with advisor as well as several alternate courses in case your first choice is full. You will be waitlisted if a course is already full. Include DEPT-Number-Section (i.e. SPAN-122-C) and day/time of course. Make sure to include your advisor on this e-mail. ALL COMMUNICATION MUST TAKE PLACE USING CENTRAL EMAIL.
- If registration requires a form, please see these [guidelines](#).
- Class dean can serve in a supportive role during this time. If you have a particular need please contact them.