



THE MASTER'S UNIVERSITY

NEW STUDENT COURSE SELECTION INSTRUCTIONS SPRING 2017

Congratulations! If you've completed pre-registration and submitted your \$200 tuition deposit, you're ready to enroll in classes for the Spring 2017 semester! These instructions explain how to schedule an advising appointment, the means by which you'll choose your Spring 2017 courses. You'll schedule your appointment on our "Self-Service" portal: www.masters.edu/selfservice. If you have difficulty accessing your Self-Service account, please contact the Office of Admissions at 661-362-2363.

Don't worry—you're not on your own to figure out what courses you need to take next semester. To keep things simple, you'll be placed in classes based on your intended major. Within each major we've identified a suggested course curriculum to help determine class placement. During your advising appointment you'll be able to review your schedule to ensure that classes and times are in sync with other commitments you expect to have.

Follow the instructions below to select a time for your advising appointment. Appointments for new and transfer students begin on Tuesday, November 15, 2016.

1. Log into Self-Service using your username and password (www.masters.edu/selfservice)
2. Click on "Advising Appointments" in the left hand menu (see screen shot on page 2)
3. A calendar will appear with available appointment times. Select a date, time, and method (telephone or in-person) that works best for you. An email will confirm your scheduled advising appointment.
4. If your advising appointment is by phone, it is your responsibility to call at the time of your appointment. Our phone number is 661-362-2811.

NOTE: Pre-Registration MUST be completed and the "**Confirmation**" page along with your \$200 tuition deposit must be received in the Office of Student Accounts **BEFORE** you talk with your academic advisor.

Please don't hesitate to contact us, if you have any questions.

PowerCAMPUS SELF-SERVICE

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Login

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Students **Reminder**

- ▶ Content Management
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- ▶ Find Courses
- ▶ **Advising Appointments**
- ▶ Register
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- ▶ Financial Aid Award
- ▶ Financial Aid Renewal Form
- ▶ Financial Aid Application
- ▶ Vehicle Registration
- ▶ Submit Mail Forwarding Address
- ▶ Outreach Week Signup
- ▶ Online Billing Statement

Spring 2017 Registration: Click here for a course list. Click here for registration instructions.

Directed Study Courses: The deadline to add a DS course to your Fall 2016 schedule was Monday, September 12, 2016. Click here for more information.

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Select "Advising Appointment" to confirm classes with an academic advisor.

REMINDERS:

WEEK OF WELCOME (A.K.A., "WOW"): JANUARY 9-10.

Plan now to arrive on campus for the new Spring 2017 semester on **Monday, January 9th**. Check-in will begin at 9:00 a.m. (airport pick-ups may be arranged through the Admissions Office). You'll spend Monday and Tuesday participating in our personalized *Week of Welcome* orientation program. On Wednesday through Friday you'll experience our much-anticipated annual *Truth & Life Conference*. For more information about the conference, which is free for all TMC students and alumni, visit www.truthandlife.org.

HEALTH CENTER INFORMATION:

Remember to complete and return all information regarding your health history to our campus nurse before **Monday, January 2, 2017**. Mail to: The Master's University Health Center, 21726 Placerita Canyon Road, Santa Clarita, CA 91321. For questions or concerns, contact the Health Center at (800) 568-6248 ext. 2662, or visit them at www.masters.edu/campuslinks/healthservices/.