WALSH UNIVERSITY
EDUCATION FOR LIFE

Office of the Registrar

Faculty and Adjuncts,

Please remember that students must be officially registered for a course before attending or participating in class- both in in person and online. This includes students who intend to register, are working to resolve a registration issue, or have received instructor permission but have not yet completed registration.

Requiring **registration** helps us:

- Protect students' academic progress by ensuring their coursework can be recorded and evaluated for credit.
- Maintain accurate class rosters, enrollment records, and attendance reporting.
- Manage course capacity and preserve available seats for registered students.
- Ensure students complete the required enrollment steps rather than relying on informal arrangements.

Please review your class rosters and refer any student who is attending but not listed to the Office of the Registrar. Students should resolve their registration status before continuing to attend or participate. Instructor permission alone does not constitute official registration.

Thank you for helping us maintain accurate records and support students in completing the registration process.

Thank you,

The Office of the Registrar