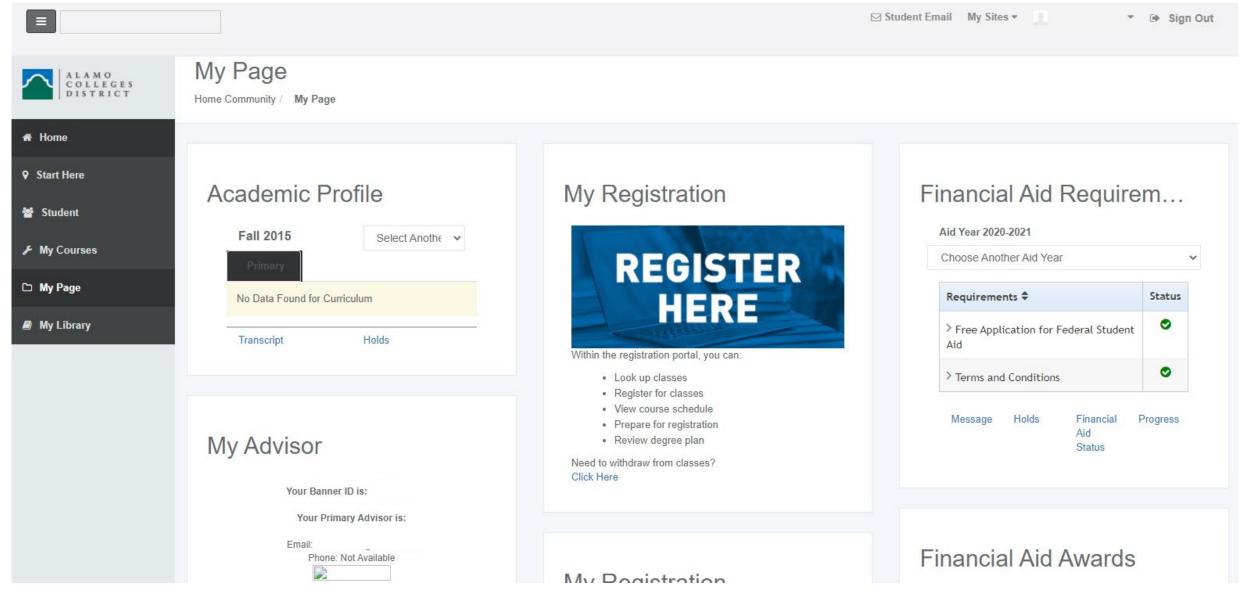
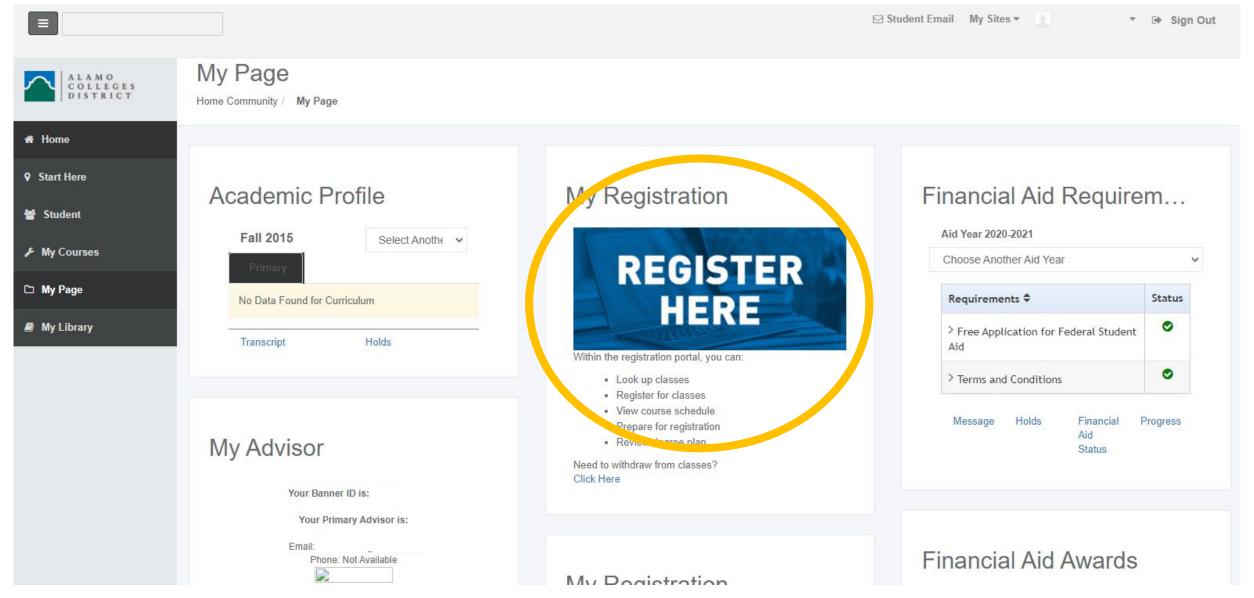
# New ACES Registration Guide

Beginning April 2021

# Log in to ACES and Click My Page



# Click the "Register Here" icon





## Student Services

Hello Jasmine N Saldana,

"Welcome to the Alamo Colleges District registration portal. Here, you can view and manage your past, current, and future courses with features including:

- · Plan ahead and review your degree plan
- Prepare for registration and view registration status
- · Search for classes and review the course catalog
- · Register for classes and view your schedule
- View past schedules

If this is your first time accessing this registration portal, you will be asked to complete a student survey before proceeding

For further assistance, watch our How-To Video.

Check out the How To Video. https://voutu.be/F6QL4isD1g4

If you have any questions, please email the registrar or your assigned academic advisor.

### Proceed to Registration

If you watched the video or looked over this guide, click Proceed to Registration.

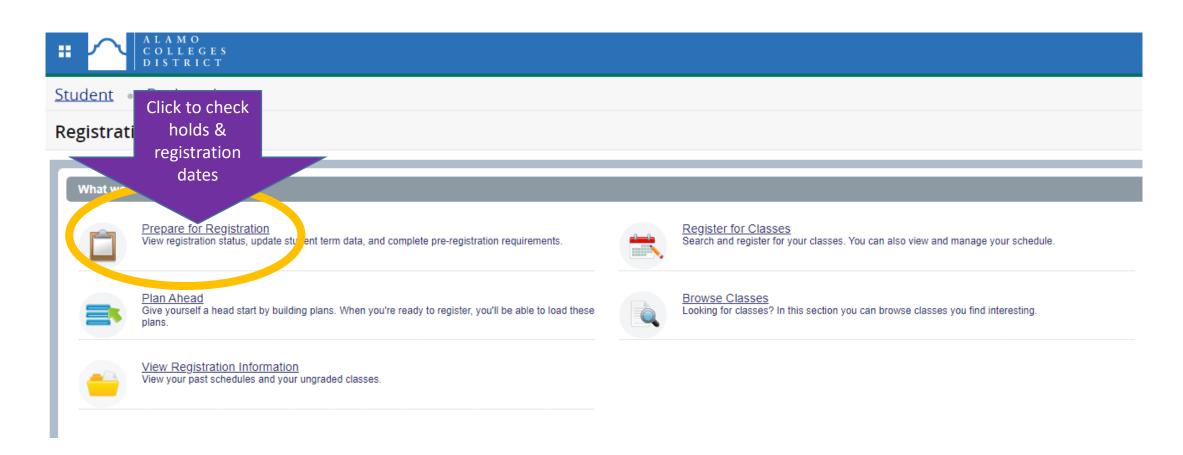
## A Survey may pop up. Complete the survey.

\*If you fall into a loop, close your browser and try a new one. Chrome or Firefox preferred.

Example pending

### Descriptions:

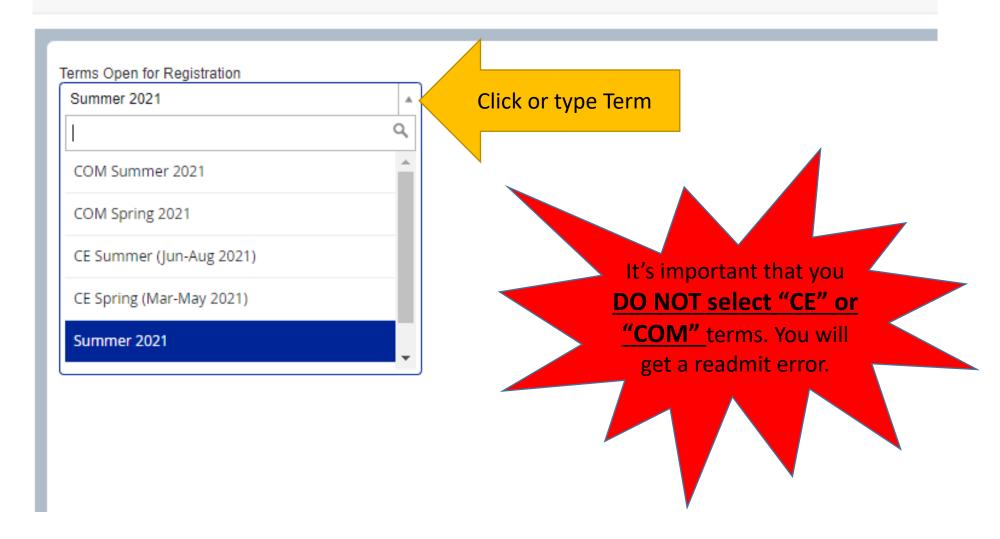
- "Prepare for Registration" to check for holds and when you can register.
- "Plan Ahead" to see what we mapped out in the AlamoGPS.
- "View Registration Information" shows your past schedules.
- "Browse Classes" will allow you to look up classes without registering.
- "Register for Classes" to actually register for courses.





Student • Registration • Select a Term

### Select a Term



## Prepare for Registration Screen

Student • Registration • Select a Term • Prepare for Registration

### Prepare for Registration

#### Registration Status

### Registration Status

Term: Fall 2021

Your Student Status permits registration.

You have holds which prevent registration.

Your academic status Good Standing\* permits registration.

You may get a readmission error if you selected the wrong term or have not been a enrolled in classes for more than 3 semesters.

Let's you know that you have a hold.

Please note that some holds are sensitive and may not display on this page.

Time tickets do not allow registration at this time. Please register within these times 04/12/2021 12:00 AM

The first date & time tells you when you can register.

08/21/2021 02:01 PM 08/22/2021 12:01 AM - 08/28/2021 02:01 PM 08/29/2021 12:01 AM - 09/05/2021 02:01 PM 09/06/2021 12:01 AM - 09/18/2021 02:01 PM 09/19/2021 12:01 AM - 10/02/2021 02:01 PM

10/03/2021 12:01 AM - 10/16/2021 02:01 PM 10/17/2021 12:01 AM - 10/23/2021 02:01 PM 10/24/2021 12:01 AM - 12/11/2021 02:01 PM

#### **Earned Hours**

You have Earned Hours for Level: Undergraduate, Institution Hours: 10, Transfer Hours: 51

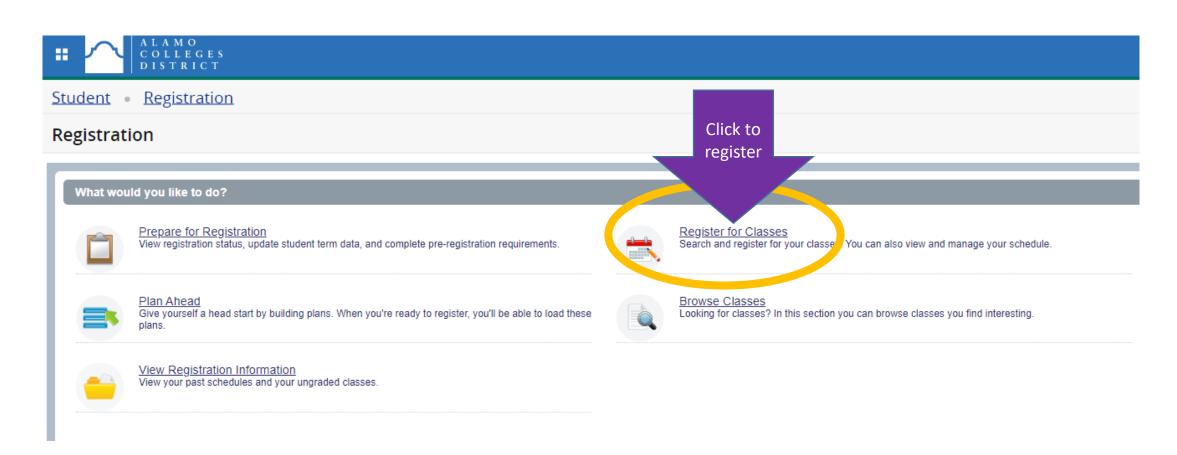
Shows how many earned hours you have.

Your class standing for registration purposes is Sophomore.

Alamo Colleges only has Freshman or Sophomore level. You may show "unclassified" if you have more than the sophomore level

### Descriptions:

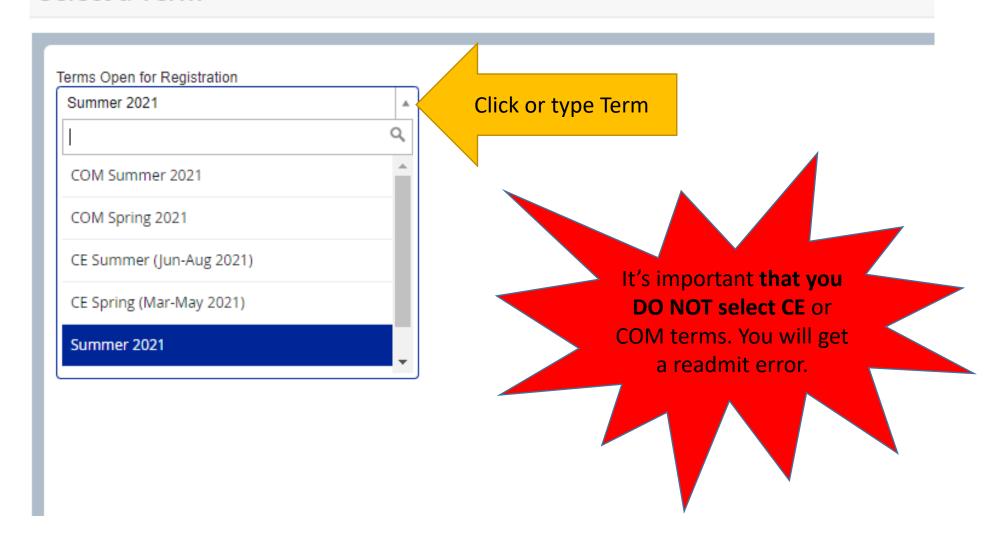
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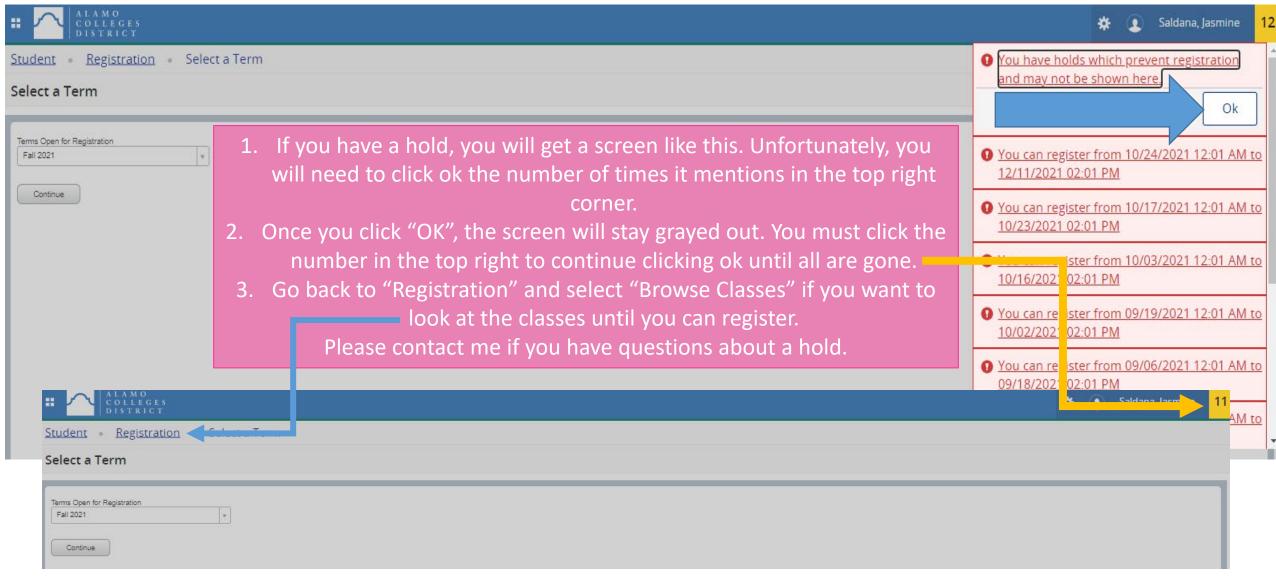


Student • Registration • Select a Term

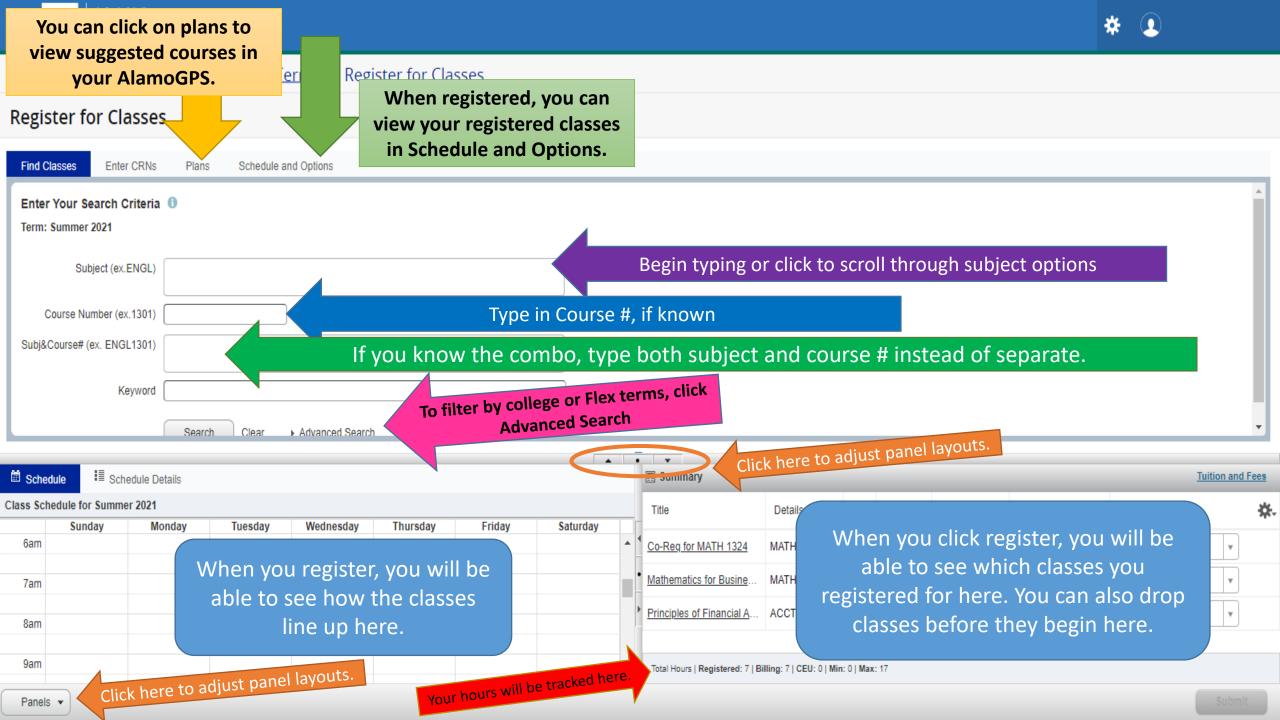
### Select a Term



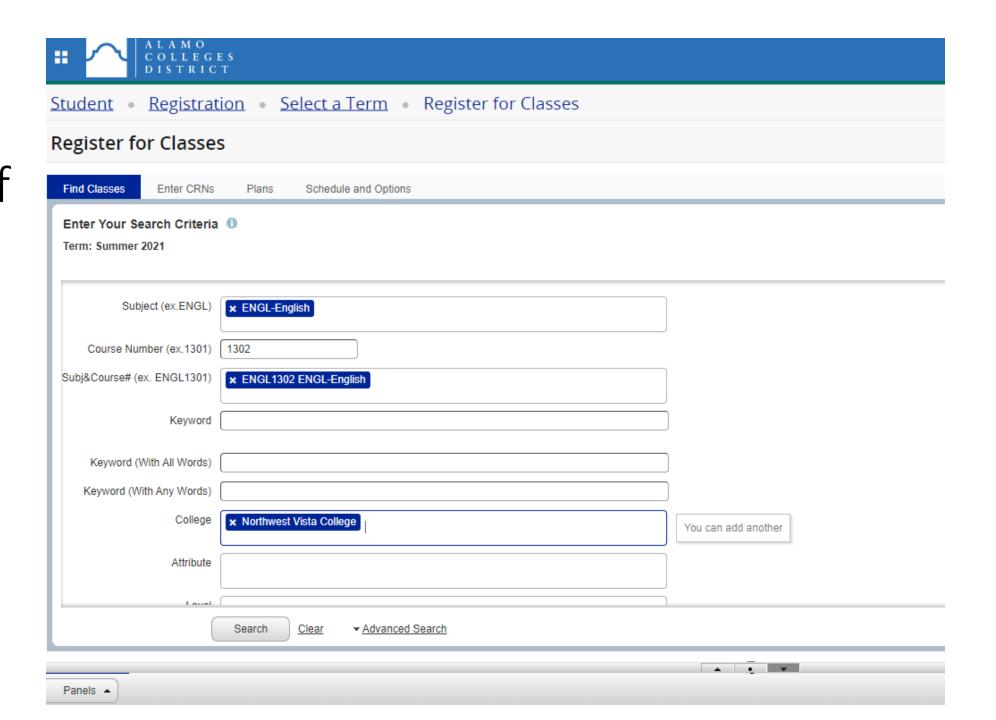
## Holds

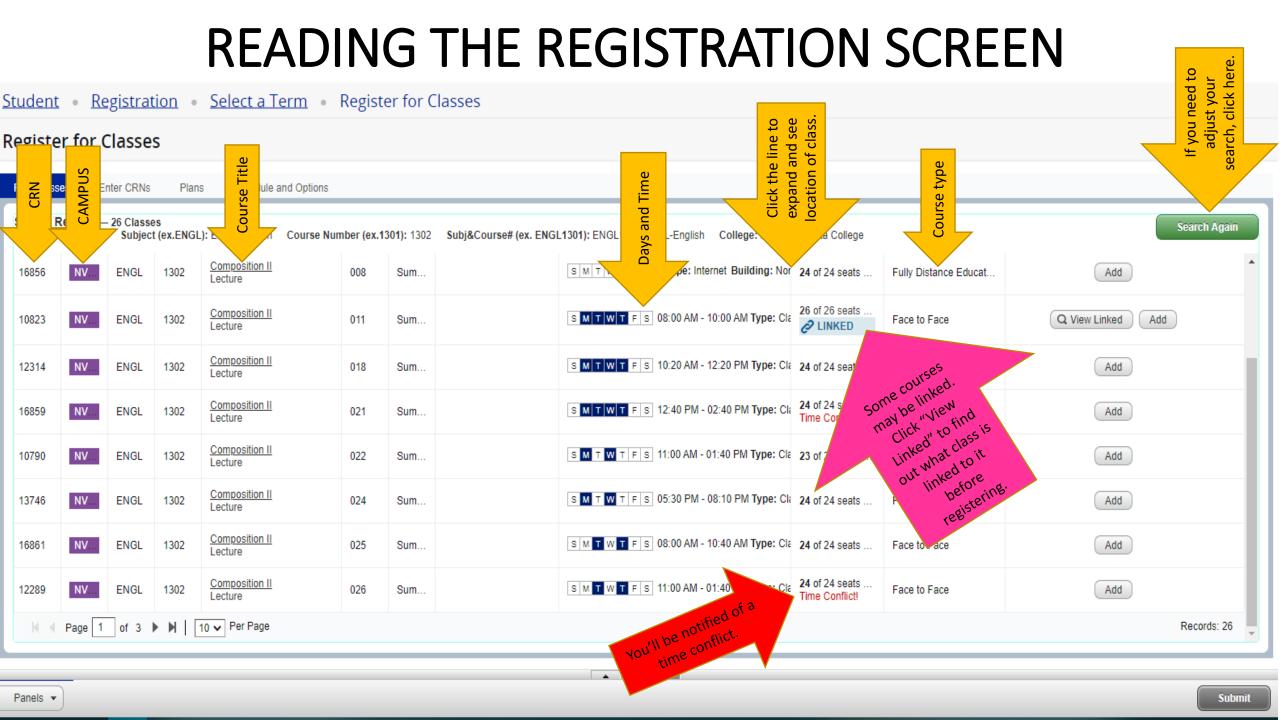


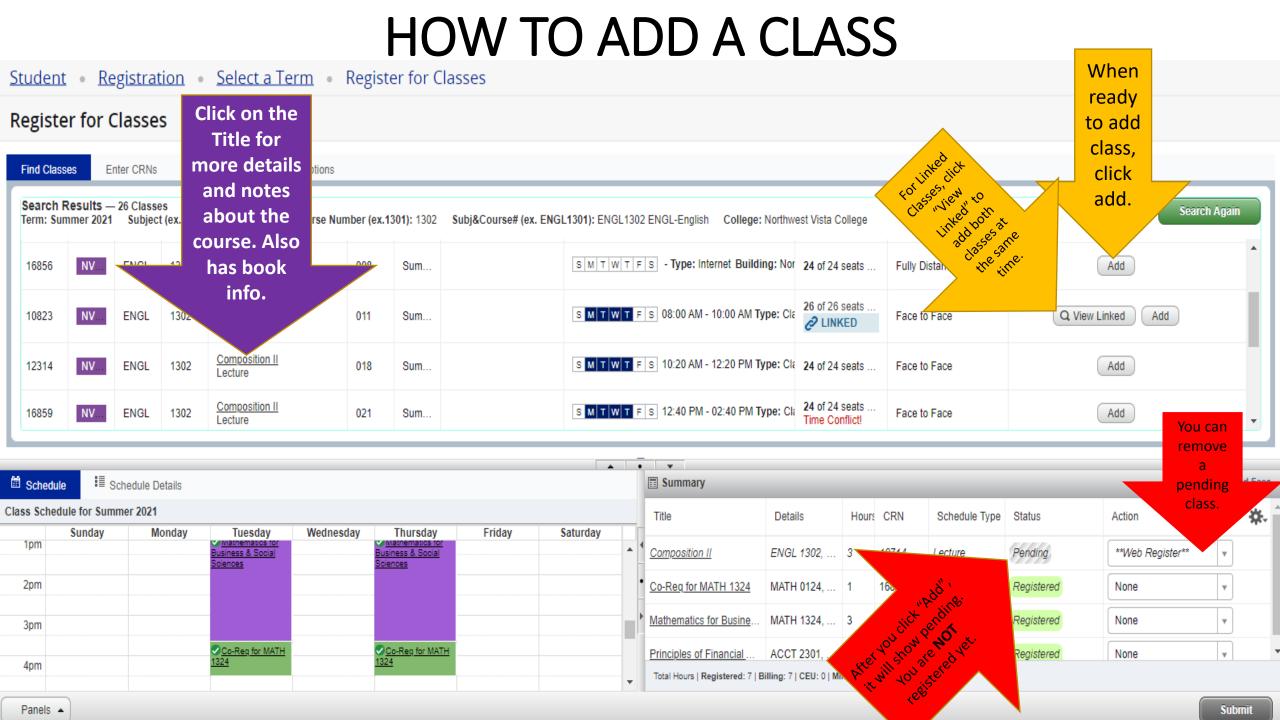
Next page will show you how to register (if you have no holds).



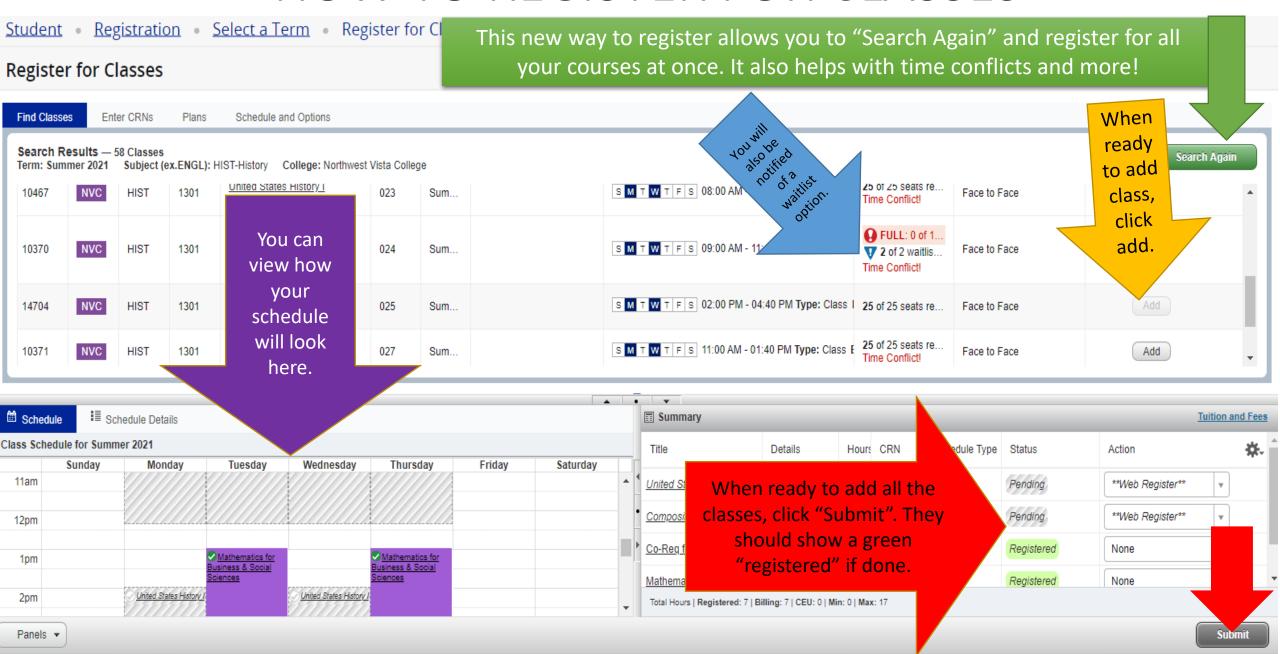
Example Of Filled In Search Criteria With College Selected.



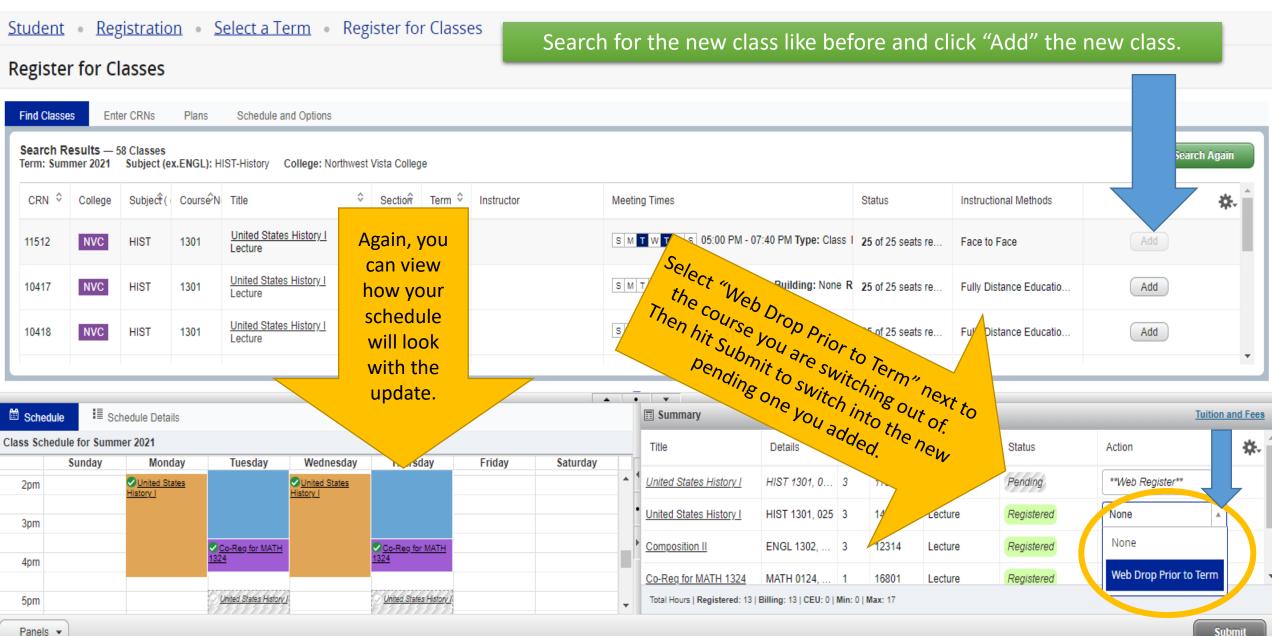




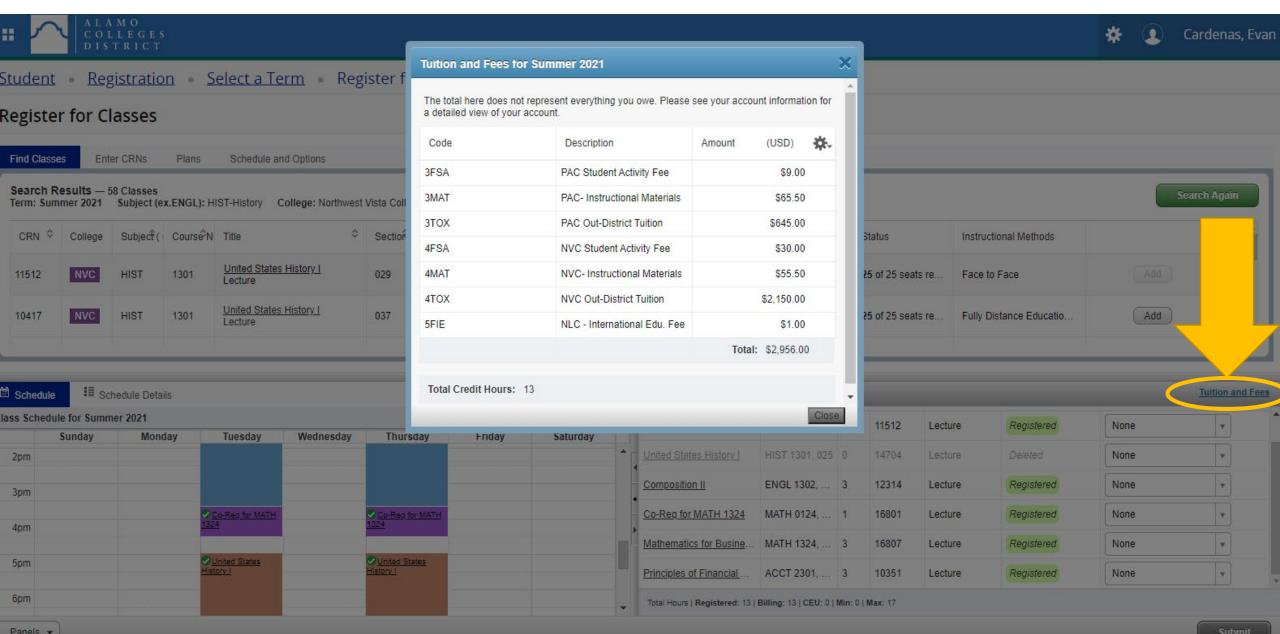
## HOW TO REGISTER FOR CLASSES



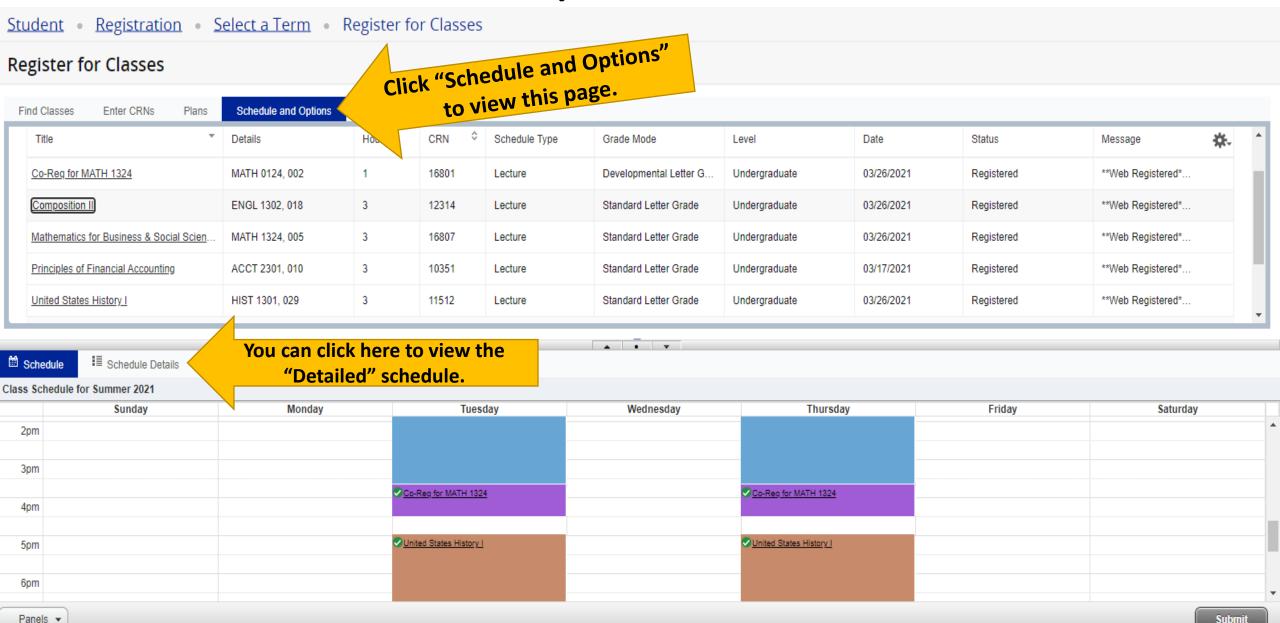
## NEED TO SWITCH CLASSES AROUND? (BEFORE CLASSES BEGIN)

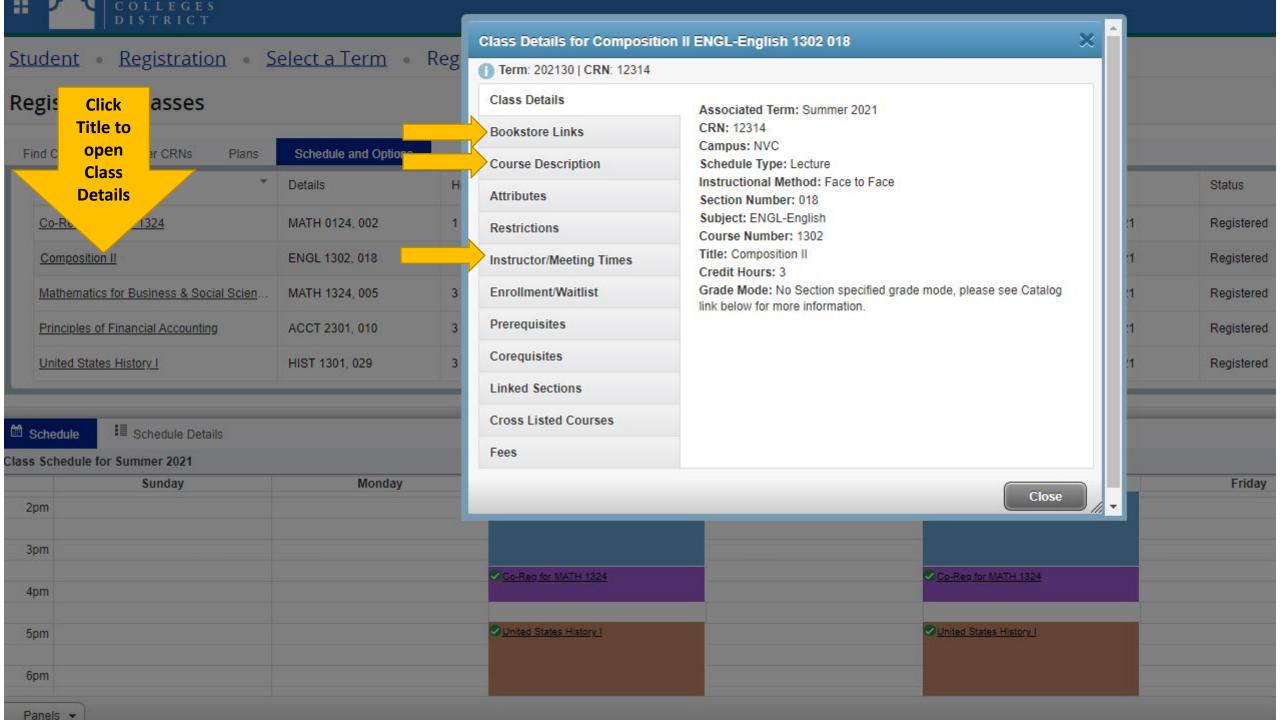


## When You Click "Tuition and Fees"



## Check your Schedule

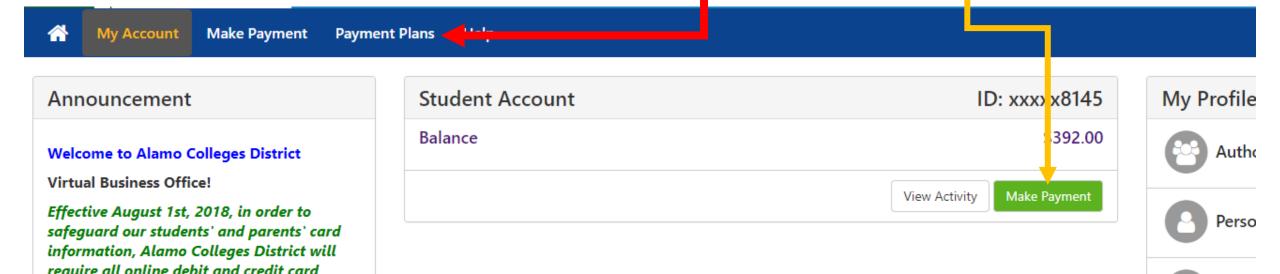




# Set Up Payment

Log in to ACES, click "My Page" to check your Account Balance, Financial Aid, and Pay your bill.

- Scroll down to "My Bill" and click "Pay My Bill" to set up payment plan or pay in full in the virtual payment system.
  - Only select the green "Make Payment" if you are paying in full
  - Click "Enroll in Payment Plan" to set up the payment plan.
    - \*\*DO NOT MAKE YOUR OWN HALF/PARTIAL PAYMENT. Your classes will be dropped. It must be through the payment plan button.



# Check Your Financial Aid

- Don't assume financial aid is set. Always check your Status.
  - Summer 2021 = 2020-2021 Aid Year
  - Fall/Spring/Summer 2021 = 2021-2022 Aid Year
  - <a href="https://www.alamo.edu/admission--aid/paying-for-college/financial-aid/">https://www.alamo.edu/admission--aid/paying-for-college/financial-aid/</a>
  - Financial aid office can be reached at 210-212-5266 and ask for financial aid.
- You can find payment deadlines and start dates here:
  - <a href="https://www.alamo.edu/academics/academic-resources/academic-calendar/">https://www.alamo.edu/academics/academic-resources/academic-calendar/</a>

