

Fall 2010 - REGISTRATION CONFIRMATION on DataVU
Monday, August 16 through Friday, August 27

A Late Confirmation Fee of \$40.00 will be charged after Friday, August 27

Any **holds** that you have will prevent you from completing registration confirmation and will be listed at the top of the screen. You will need to clear all holds with each specific office before you will be allowed to continue the confirmation process online.

Until your confirmation process is completed, you will not be able to make changes to your schedule. The drop/add period for course changes ends Tuesday, August 31st.

You do not have to be on campus and may complete this process **from any location with internet access**.

- **Sign on** to DataVU at <https://datavu.valpo.edu/>
- **Select** 'Registration Confirmation'.
Select **the term** you are confirming
Check '**Yes**' to indicate that you are returning; '**No**' to indicate that you are not returning.
- **Confirm your registration** in 4 easy steps:
 1. **Check and/or correct demographic information.**
Type your corrections/additions in the right-hand column. If the information is already correct then there is no need to update.
Press SUBMIT
 2. **Acknowledge the Student Accounts agreement.**
Read the Student Accounts statement and check the box when you are finished.
Press SUBMIT
 3. **Acknowledge University Life Policies.**
Read the Student Life Policy Statement and check the box when you are finished.
Press SUBMIT
 4. **Acknowledge Dining Services Information.**
This page is for your information only.
Press SUBMIT
- **When you are finished** you will receive a completion message.

Check your class schedule by clicking 'My Class Schedule' in DataVU.

If you need assistance with this process, Office of the Registrar staff will be available 9:30-2:30 Saturday, August 21 in the Harre Union Computer Lab.

You may also reach us 8-5pm Monday - Friday in Kretzmann Hall, call us at 219-464-5212 or email us at registrar@valpo.edu.

Classes begin - Tuesday, August 24.