



I. CHECK REGISTRATION STATUS TUTORIAL:

1. Once holds have been resolved, students can check their registration status by clicking on *Register Online*:

The screenshot shows the HPU Pipeline website interface. At the top, there is a navigation bar with the HPU logo and the text 'HAWAII PACIFIC UNIVERSITY'. Below this, there are several utility icons: 'My Account Content Layout', 'Calendar', 'Groups', 'Logout', and 'Help'. A secondary navigation bar contains links for 'My HPU', 'My Courses', '@HPU', 'Libraries', 'Resources', 'Tech Support', 'Strategic Planning', 'Academic Admin', 'Assembly', and 'HR'. The main content area is divided into several sections: 'My Announcements' (listing events like HPU Chapel Service and Japan English Teaching), 'Important Dates & Deadlines' (Term Deadlines & Dates), 'HPU Security' (Security Alert - Timely Notification Bulletin, Report an Incident, Contact HPU Security), 'Gartner.com' (Gartner logo, login link), 'My Quick Links' (a grid of buttons for 'FOR STUDENTS' including eBill + Pay Bill, Check My Grades, Printable Schedule, Degree Plan, Financial Aid Status, 1098-T Tuition Statement, Ethnicity Info Update, Accept Financial Aid, Main Menu, Personal Info, Register Online, Student Services, FA Revision Request, View Holds, Unofficial Transcript, and Request Official Transcript), 'E-mail and Applications' (instructions on how to access university email), 'Annual Giving Payroll Deduction Form', and 'Just for You...' (HPU GreenRide - Online Rideshare Program). A red arrow points to the 'Register Online' button in the 'My Quick Links' section.



2. A new window will pop up and students can click on *Registration*:

The screenshot shows a web browser window with the URL [https://bweb.hpu.edu:4443/hpud/twbkwbis.P\\_GenMenu?name=bmenu.P\\_StuMainMnu](https://bweb.hpu.edu:4443/hpud/twbkwbis.P_GenMenu?name=bmenu.P_StuMainMnu). The page has a blue header with a 'Browse' dropdown menu and a 'Help' button. Below the header is a search bar with the text 'Find a page...'. The main content area is titled 'Home > Student Services & Financial Aid'. It features a horizontal menu with two tabs: 'Personal Information' and 'Student Services & Financial Aid'. The 'Student Services & Financial Aid' tab is active and displays two sub-menus: 'Registration' and 'Student Records'. A red arrow points to the 'Registration' sub-menu. The 'Registration' sub-menu contains the text: 'Register for classes; make changes; view schedule and account information.' The 'Student Records' sub-menu contains the text: 'View your holds; review your account information; make credit card payments; display your grades and transcripts; review charges and payments.' At the bottom left of the page, it says 'RELEASE: 8.5.1' and at the bottom right, it says 'SITE MAP'. The footer of the browser window shows the Hawaii Pacific University logo and name.



3. Click on **1. Check Your Registration Status** to find out when you are authorized to Web Register:

Registration - Mozilla Firefox  
https://bweb.hpu.edu:4443/hpud/twbbkwbis.P\_GenMenu?name=bmenu.P\_RegMnu

Find a page...

International students must be enrolled full-time during the fall and spring semesters to avoid violation of status. Full-time attendance is also required during summer when it is the first semester of attendance. On-line class restrictions; for more information please click: [International Student Full-Time Requirement](#).  
Financial Aid Recipients - A reduction in credits could affect your eligibility for federal aid. Please consult with the [Financial Aid Office](#).  
17+ Credits - Please note that registration beyond 16 undergraduate credits will be charged at the 17+ credit tuition rate - see an advisor to request lifting the restriction. The HPU Tuition rates can be found [here](#).  
If you are a financial aid recipient, a reduction in credits could affect your eligibility for federal aid. Please consult with the [Financial Aid Office](#).  
Please note that registration beyond 16 undergraduate credits will be charged at the overload credit tuition rate. The HPU Tuition rates can be found [here](#).  
If using Veterans Affairs (VA) benefits, [click here](#).  
To Web Register, please complete the following steps by clicking on the item below:

Registration	Student Records
Register for classes; make changes; view schedule and account information.	View your holds; review your account information; make credit card payments; display your grades and transcripts; review charges and payments.

- 1. Check Your Registration Status
- 2. Register or Change Classes
- 3. Printable Schedule
- 4. Student Schedule by Day and Time (Grid)
- 5. Student Detail Schedule
- 6. Deposit and Tuition Payment
- 7. Class Search
- 8. Select Different Term
- 9. Verify Personal Information
- 10. Review Degree Program Requirements

Hawaii Pacific University



4. Click on the appropriate term and then *Submit*:

The screenshot shows a web browser window titled "Select Term - Mozilla Firefox" with the URL [https://bweb.hpu.edu:4443/hpud/bwskrsta\\_P\\_RegsStatusDisp](https://bweb.hpu.edu:4443/hpud/bwskrsta_P_RegsStatusDisp). The page has a navigation bar with "Personal Information" and "Student Services & Financial Aid" tabs, and a search box labeled "Find a page...". The main heading is "Select Term" with a breadcrumb trail: "Home > Student Services & Financial Aid > Registration > 8. Select Different Term".

Below the heading is a text box containing the following information:

- By clicking **submit** or registering for course(s), I accept Hawaii Pacific University's policies and procedures, and agree to all its terms. For information and procedures on how to be cleared for Web registration, please [click here](#).
- International students** must be enrolled full-time during the fall and spring semesters to avoid violation of status. Full-time attendance is also required during summer when it is the first semester of attendance. On-line class restrictions; for more information please click: [International Student Full-Time Requirement](#).
- Financial Aid Recipients** - A reduction in credits could affect your eligibility for federal aid. Please consult with the [Financial Aid](#).
- 17+ Credits** - Please note that registration beyond 16 undergraduate credits will be charged at the overload rate. The HPU Tuition rates can be found [here](#).
- If using **Veterans Affairs (VA) benefits**, [click here](#).

Below this text is a dropdown menu labeled "Select a Term:" with "Spring 2014" selected. A red arrow points to this dropdown menu. Below the dropdown is a "Submit" button, also indicated by a red arrow. At the bottom left of the page is "RELEASE: 8.4" and at the bottom right is "SITE MAP". The footer of the page features the Hawaii Pacific University logo and name.



5. Students will be able to see their registration dates and times:

Check Your Registration Status - Mozilla Firefox  
https://bweb.hpu.edu:4443/hpud/bwskrsta.P\_RegsStatusDisp

Personal Information | Student Services & Financial Aid

Check Your Registration Status:  
Home > Student Services & Financial Aid > Registration > 1. Check Your Registration Status

Displayed below are various items which may affect your registration. Your Holds, Academic Standing, Student Status, and Curriculum may prevent registration or restrict the courses you will be permitted to select.

**You may register during the following times**

From	Begin Time	To	End Time
Oct 09, 2013	12:01 am	Apr 04, 2014	11:59 am

- ✓ You have no Holds which prevent registration.
- ✓ Your Academic Standing permits registration.
- ✓ Your Student Status permits registration.

Your Class for registration purposes is Freshman.

**Curriculum Information**

**Current Program**  
Undeclared

**Level:** Undergraduate  
**Program:** Undergraduate Special Status  
**Admit Term:** Summer Term III 2013  
**Admit Type:** Standard  
**Catalog Term:** Summer Term III 2013  
**College:** Hawaii Pacific University

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