



SUMMER 2023 CLASS SCHEDULE

First Session (01)	May 30 – June 23
Second Session (02)	June 26 – July 21
Combined Session (03)	May 30 – July 21
Other sessions	See class schedule for course dates

Online registration for Summer 2023 classes will open on Monday, March 27. Undergraduate tuition is \$405.00 per credit hour for students enrolled in traditional undergraduate programs. Students enrolled in other programs are charged the regular hourly rate for each program.

Undergraduate internships are listed at the end of the undergraduate section of the schedule as session 03 classes.

To register for summer classes, meet with your academic advisor. You and your advisor will agree on a schedule of classes. Following the advising appointment, your advisor will authorize you to register in Self-Service. Beginning on March 27 (or, for students enrolled in traditional undergraduate programs, on the first date your registration group is allowed to register), you may log in to Self-Service using your Milligan network login information. Check the link at <http://www.milligan.edu/onlineregistration> for specific instructions about selecting courses. Online registration for summer classes will end on May 29.

When courses are selected and submitted for advisor approval, your advisor will receive an email message indicating that you have courses ready for review. After the advisor approves or declines each course, you will receive an email message indicating that the advisor has reviewed your schedule of courses. You may then log in to Self-Service to check the status of each course.

To register for courses requiring **instructor permission** or to “cut” into a closed section, you must email the instructor asking permission to add the class. The instructor will forward the request to the Registrar’s Office, if approved.

Self-Service will be open for **schedule changes** until May 29. When a student submits a schedule change online, the faculty advisor will receive a notification in Self-Service asking him or her to approve the change.

Traditional undergraduate students who need to register for **ETSU** co-op courses should contact Becky Robertson, Associate Registrar, at BLRobertson@milligan.edu or 423.461.8415. Availability is limited and based on the conditions listed on page 56 of the 2022-23 *Catalog* (See <https://www.milligan.edu/catalog/>)

Payment must be made by the first day of classes each session. Failure to submit payment by this date will result in cancellation of registration. Students may make payments in Self-Service by selecting “Finances” and then “Make a Payment.” Students may cancel without penalty by May 26 for sessions 01 and 03 and by June 23 for session 02. Students who do not cancel and who do not attend will be charged a minimum of 10% of tuition.

CLASSROOM LOCATIONS

CLARK is the Paul Clark Education Center, located at the left end of the Baker Faculty Office Center. DERTH is Derthick Hall. Rooms are marked. HARDIN is Hardin Hall. Rooms 102 and 103 are on the first floor. Enter through the double doors on the porch that faces the commons. LACY is the Steve Lacy Fieldhouse. Room 2 is located on the main level adjacent to the gym. PHILLIPS is the B.D. Phillips building on Emmanuel hill.