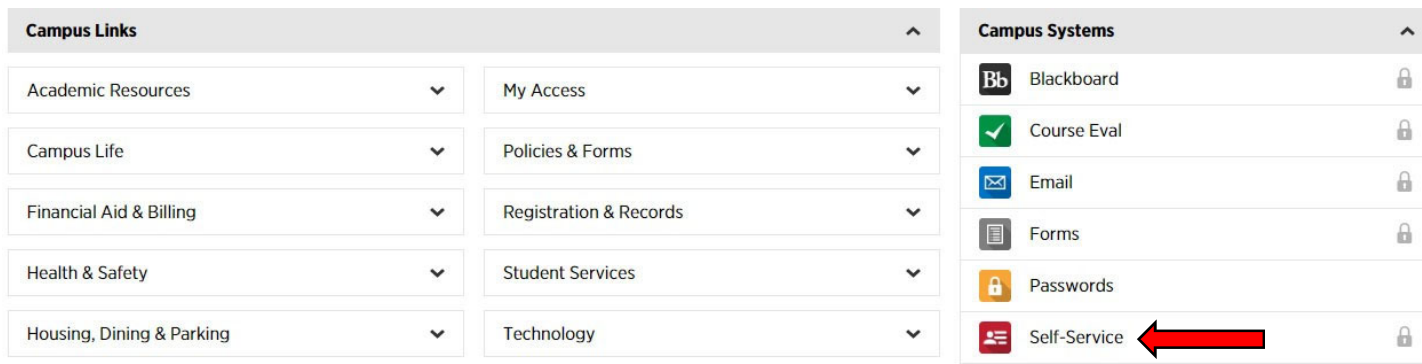


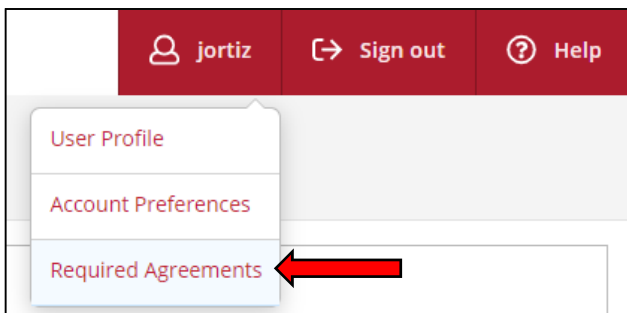
Required Agreements

Students are required to read three separate agreements prior to each registration period, which is typically in November and April of each academic year. **Failure to do so will result in your registration being blocked.** Please follow the steps below to access all agreements through Self-Service.

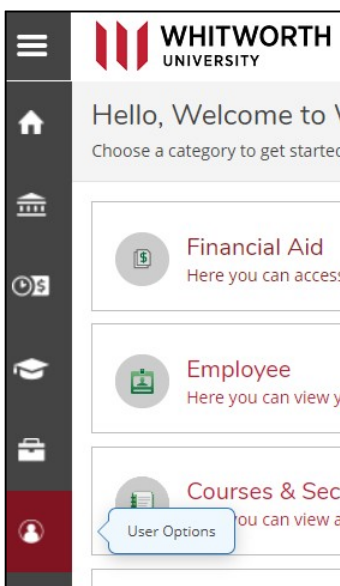
1. Access Self-Service by going to Pirate Port and clicking on the Self-Service link under "Campus Systems."



Once in Self-Service, click on your user name on the top right corner of the screen and then click on "Required Agreements."



You can also access "Required Agreements" by clicking on the user options menu on the left side of the screen, as seen below.



2. Once you click on "Required Agreements," you should see a list of agreements with an agreement period, due date and status.

[User Options](#) · [Required Agreements](#)

Required Agreements

Title	Agreement Period	Due Date	Status
Financial Responsibility Agreement and Policies	Required for 2021 Fall Registration	4/16/2021	Incomplete
Financial Aid Authorization	Required for 2021 Fall Registration	4/16/2021	Incomplete
Financial Aid Excess Credit	Required for 2021 Fall Registration	4/16/2021	Incomplete

NOTE: The due date will always be the final day of the registration period. In order to register for sections, you will need to read each agreement before you register. Once the due date has passed, you will still be required to read the agreements in order to proceed with any registration.

3. Click on "view" in order to see the details of each agreement.

4. The Financial Aid Authorization and Excess Credit agreements will require you to agree or deny the information for each while the Financial Responsibility Acknowledgment will only require you to read and agree to the information.

5. Once you have read and agreed or denied the agreements, you will see a prompt on the top right corner asking if you would like a copy of the agreement. You can choose to print the agreement but it is not required. You will always be able to obtain a copy of each agreements details by accessing the agreements page using steps 1 and 2.

