

## How to find important information, including your ABAC ID #, Advisor's name and contact info, and User name for Student email and WebCT/Vista.

Follow these steps:

- Enter [www.abac.edu](http://www.abac.edu) in a web browser
- Click on **Log in** located in the brown area on the left of the screen
- Click on **Banner** under Student Links
- Click the red link entitled **Click Here – Look up your ID Number, your Username for WebCT/VISTA and Student Email, and your Advisor information**
- Enter the data requested (First name, Last name, DOB, and SSN). Be careful that you don't enter a blank space at the end of any field! Click **Continue**.
- View the information.

## When can you register!

For any upcoming semester's registration period, our current students are given the first opportunity for the first three registration days. Readmitting and returning students are allowed to register on the next business day after priority registration dates. Generally, priority registration for fall semester occurs in mid-March, with priority registration for spring occurring in mid to late October. Registration for summer generally opens in early to mid-March. For the exact registration date in a specific semester, see the appropriate monthly in the Registrar's online calendar at

[http://www.abac.edu/scheduling/View\\_Month.cfm?Bldg=ABAC&Room=REGI](http://www.abac.edu/scheduling/View_Month.cfm?Bldg=ABAC&Room=REGI).

## How do you register!

All students register online in Banner Web. You need your ABAC ID # (918#) and your six-digit PIN or password. Step-by-step instructions are available at

<http://www.abac.edu/registrar/RegInstruction/RegInstructions.pdf>. If you cannot remember your PIN, use the **Forgot PIN?** button on the Banner Web log-in page!