

Flexible Registration (Flex Reg)

featuring



***Shantell Davis-Holmes
Student Systems Coordinator -
SEVIS Compliance and Flexible
Registration***

What is Flex Reg?

The Flexible Registration module of Banner allows prospective students to register and pay for continuing education/professional development courses without having to go through an admissions process. The main feature of the solution is the front-facing web interface which emulates a 'shopping cart' experience, enabling prospective students to purchase classes.



Topics

- Set-up
- Term
- Catalogs
- New Records
- Demo
- Enhancements 2015
- Questions



Set-Up

- College: CE (Continuing & Professional Development)
- Level: W1 (Continuing Education)
- Program: CONTED (Continuing Ed/Professional Dev)
- Uses Banner baseline (SCACRSE, SSASECT, SPAIDEN, SCARRES etc.)



Term

- Full academic year:
July 1 – June 30
- No Part-of-Term
- Registration periods tied to course



Catalogs

- Specific to colleges, programs, etc.
- Searches can be conducted within a catalog. However, most registrants will have a URL that directs them to the specific course.
- Discounts (Flat or %)
- Password Protected
- Coupons
- Payment Options



Requesting a course section to be built



Please refer to the document "Course Section Rules Form Instructions" prior to completing this

Base Course

Course Prefix: _____

Course #: _____

Course Title: _____

Number of Credits: _____ Are these Continuing Education Units (CEUs)? Yes No

Schedule Type: _____

Instructional Method: _____

Grade Mod

ion Dates: Start Date: _____ End Date: _____

ce Dates: Start Date: _____ End Date: _____

Day(s): Mon Tue Wed Thu Fri Sat SunTime(s): Start Time: _____ am pm End Time: _____ am pm

arning Courses: If the course is self-paced (can be started and completed at any time between the A and the C), what would be the average number of days that a student would take to complete the course? _____

Name: _____

Instructor NSUID: _____

s Available: _____

Will the course have a Blackboard component? Yes

charge: \$ _____ (what is the flat rate for the course?)

Detail Code: _____

Fund Org

Description: _____ Item Cost: _____ Detail Code: _____

Indicate the %/amount that is to be *deducted* from the total Course Charge listed above

#1: Available From Date: _____ To: _____ %: _____ Flat Rate \$: _____ Detail Code: _____

#2: Available From Date: _____ To: _____ %: _____ Flat Rate \$: _____ Detail Code: _____

Courses: Available From Date: _____ To: _____ %: _____ Flat Rate \$: _____ Detail Code: _____

From Date: _____ To: _____ %: _____ Flat Rate \$: _____ Detail Code: _____

Profile Questions: Yes No If YES, please provide additional profile questions under Comments.

Catalog: _____

Password: _____

SSASECT

Schedule SSASECT 8.5.3.1 (YODA0526) x

Term: 201600 CRN: 101 Create CRN: Subject: SLP Course: 6078 Title: Technological Appl. in CSD

Course Section Information **Section Enrollment Information** **Meeting Times and Instructor** **Section Preferences**

Subject:	SLP	SLP - Speech and Language	CEU Indicator:	<input type="checkbox"/>
Course Number:	6078	Title: Technological Appl. in CSD	Credit Hours:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Section:	OL1		Billing Hours:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Cross List:			Contact Hours:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Campus:	1MC	Main Campus	Lecture:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Status:	A	Active	Lab:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Schedule Type:	L	Lecture	Other:	.000 * None <input type="radio"/> To <input type="radio"/> Or <input type="checkbox"/>
Instructional Method:	FF	Face to Face with Instructor	Link Identifier:	<input type="checkbox"/>
Grade Mode:	P	Pass/Fail	Attendance Method:	<input type="checkbox"/>
Session:			Weekly Contact Hours:	<input type="checkbox"/>
Special Approval:			Daily Contact Hours:	<input type="checkbox"/>
Duration:	3.00	DAY Days	<input checked="" type="checkbox"/> Print	<input checked="" type="checkbox"/> Voice Response and Self-Service Available
Part of Term:			<input checked="" type="checkbox"/> Gradable	<input checked="" type="checkbox"/> Tuition and Fee Waiver
Registration Dates:	15-MAY-2015	23-JUL-2015	<input type="checkbox"/> Long Title	<input type="checkbox"/> Comments
Start Dates:	24-JUL-2015	24-JUL-2015	<input type="checkbox"/> Syllabus	
Maximum Extensions:	0			
Prerequisite Check Method:	<input checked="" type="radio"/> Basic or None <input type="radio"/> CAPP <input type="radio"/> DegreeWorks			



DEMO

<https://flexreg.nova.edu/index.jsp?frc=TS000001&q=crn:278>



The confirmation message after the student has completed the Profile questions and the Banner credentials have been created.

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er:

ail:

ed:

Please specify:

le:

Please specify:

Welcome!

Your account has been successfully created. Click here to retrieve your credentials.

Your sign in information is below. Please print and keep for future reference.

Login ID: Id1148
Password: Chpqpac5

Click 'Continue' to begin the check out process.

Continue

CV:

 Try another *Please type the text you see in the image.



Enhancements 2015

- Surveys
- Allowing Attachments
- Group Registration



THE END



Thank You!



Additional Questions

Please email any questions not answered today to
esssummit@nova.edu.

Thank you for attending!

