

Flexible Registration

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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
- 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



FLEXIBLE REGISTRATION Course Section Rules

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

Base Course

Course Prefix: _____ Course #: _____

Course Title: _____

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

Campus: _____ Schedule Type: _____ Instructional Method: _____ Grade Mode: _____

Registration Dates: Start Date: _____ End Date: _____

Attendance Dates: Start Date: _____ End Date: _____

Meeting Day(s): Mon Tue Wed Thu Fri Sat Sun

Meeting Time(s): Start Time: _____ am pm End Time: _____ am pm

Not
Required if
Online

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

Instructor Name: _____

Instructor NSUID: _____

Materials/Other Course-Related Items: Are there materials or course-related items that can be purchased in conjunction with the registration? Yes No If YES, complete the following:

Item Description: _____ Item Cost: _____ Detail Code: _____

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

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

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

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

Coupons:

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

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

Comments: _____

ESS Use Only

CRN: _____

Catalog: _____

Password: _____

URL: _____

Demo

<https://flexregtest.nova.edu:8011/flexibleregistration/index.jsp?frc=FEooooo5&q=crn:176>

Confirmation Message

The image shows a screenshot of a web application's account creation process. On the left, there is a vertical list of form fields with placeholder text:

- 2: [empty input]
- ty: Sunrise
- ce: Florida
- fe: 33351
- ry: United States
- fe: 954
- er: 456-6525
- ail: Test@nova.edu
- ed: BS/BA
- Please specify: [empty input]
- le: Select... [dropdown menu]
- Please specify: [empty input]
- CV: [empty input]

At the bottom, there is a CAPTCHA field with the text "Try another" and a "Please type the text you see in the image." input field.

A modal window titled "Welcome!" is displayed in the center. It contains the following text:

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

Additional Features

- Surveys
- Allowing attachments
- Group registration



*Blessed are the
flexible,
for they will not
be bent
out of shape.*

Anonymous