**ONGOING REGISTRATION SCHEDULE for SPRING SEMESTER 2024**

**ALL DEREER STUDENTS**

STARTS ON **Monday, December 04, 2023**

http://www.campusweb.acg.edu/ics

<table>
<thead>
<tr>
<th>WHO</th>
<th>WHEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Registration for continuing students with <strong>90+ credits</strong> completed by <strong>SUMMER 2023</strong></td>
<td><strong>Monday, December 04, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td>Online Registration for continuing students with <strong>51-89 credits</strong> completed by <strong>SUMMER 2023</strong></td>
<td><strong>Wednesday, December 06, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td>Online Registration for continuing students with <strong>30-50 credits</strong> completed by <strong>SUMMER 2023</strong></td>
<td><strong>Friday, December 08, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td>Online Registration for continuing students with <strong>0-29 credits</strong> completed by <strong>SUMMER 2023</strong></td>
<td><strong>Monday, December 11, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td><strong>NEW students: On Campus</strong> Registration for new, new transfer, study abroad and international students</td>
<td><strong>Monday, December 04, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td><strong>Readmitted students: On Campus</strong></td>
<td><strong>Monday, December 04, 2023</strong> (Starting time 10:00) <strong>Friday, January 12, 2024</strong> (Ending time 16:00)</td>
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<tr>
<td><strong>FIRST DAY OF CLASSES</strong></td>
<td><strong>Monday, January 15, 2024</strong></td>
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<tr>
<td><strong>Online Change of course(s)</strong></td>
<td><strong>Monday, January 15, 2024</strong> (Starting time 10:00) <strong>Wednesday, January 17, 2024</strong> (Ending time 17:00)</td>
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INSTRUCTIONS FOR REGISTRATION TUITION AND FEES PAYMENT - SPRING SEMESTER 2024

NORTH AMERICAN STUDENTS

Students who wish to register for Spring Semester 2024 should be aware of the following:

PREVIOUS OBLIGATIONS:
Outstanding account balances from previous semesters should be fully settled before applying for early registration. In addition, all library obligations (overdue books, etc.) should be cleared. Students with outstanding obligations will not be allowed to register.

STATEMENT OF CHARGES
North American students after their course selection, they will receive a statement of charges by email. Arrangements for the payment of the statement of charges balance should be made by January 5, 2024.

PAYMENT INSTRUCTIONS
Payment of tuition and fees can be made by using one of the following options:

All Checks should be made out to: The American College of Greece
Send to: The American College of Greece
101 Arch Street., 8th Floor
Boston, MA 02110
Attention: North American Enrollment

Wiring payment instructions:
Recipient / Beneficiary: The American College of Greece
Recipient / Beneficiary Address: 101 Arch Street, 8th Floor, Boston, MA 02110
Bank: Bank of America
Bank Address: 100 Federal Street, Boston, MA 02110
Account Number: 0046 4058 1448
Routing / ABA Number: 026009593
Swift Number (for international wires): BOFAUS3N
Memo: RF Payment Code* and Full Name

To make an Online payment, please visit https://www.acg.edu/uspay/.

* The RF Payment Code is provided to all students by e-mail. It can be found at the "myACG" portal (by selecting "Students" and "MY ACCOUNT" tab).

If you have any questions or need assistance, please contact the Student Accounts Office. tel. 210-6009800, ext. 1533.
Office of the Registrar

IMPORTANT INFORMATION FOR STUDENT REGISTRATION
SPRING SEMESTER 2024
REGISTRATION STARTS ON Monday, December 04, 2023

REGISTRATION STEPS

1. **STUDENTS WITH 0-30 CREDITS**
   Students who have 0-30 credits must meet with an Academic Advisor.

2. **STUDENTS WITH 31-50 CREDITS**
   Students who have 31-50 credits and have a C.I equal or greater than 2.00 do not have an Advising Hold. However, they may arrange to meet with their Academic Advisor and seek academic advice for the upcoming fall registration period.

3. **STUDENTS WITH 51 CREDITS OR MORE**
   Students who have 51 credits or more, C.I. greater or equal to 2.00 and need Academic Advising must see their respective Department Head and not arrange an appointment with the Academic Advising Office.

4. **ALL STUDENTS ON ACADEMIC PROBATION (C.I. less than 2.00)**
   Students on Academic Probation must meet with an Academic Advisor to receive personal assistance regarding their course selection and receive advising clearance and thus be able to register.

5. **MEET BUSINESS OFFICE AND LIBRARY OBLIGATIONS**
   - All students must pay all outstanding balances and place a deposit. For more information and assistance, please call ext. 1404, 1118, 1533 or 1109.
   - All students must clear all library obligations. For more information and assistance please call ext. 1348.

6. **REGULAR STUDENT REGISTRATION**
   Visit myACG portal for the schedule of courses and all related information by clicking on the STUDENTS tab, going to the Registration page and following this path: Registration ⇒ Registration Instructions ⇒ User guide for Registration ⇒ Online Registration Full Guide.pdf

1. **HELPFUL HINTS & GUIDELINES FOR A SUCCESSFUL REGISTRATION**

   - Before students finalize their course selection, they must check the Final Exam Schedule, as posted on our web pages, in order to avoid any conflicts with their exams.
   - If you do not have a PIN number or have forgotten it, contact the Student Success Center (ssc@acg.edu)
   - The course designation for the validated courses is as follows:
     Example: AF 2006 A 1 L4 where:
     - AF = department
     - 2006 = course number
     - A = section
     - 1 = Aghia Paraskevi Campus, 2 = Downtown Campus
     - L4 = level (levels = 4, 5, 6)
   - **Course Levels:**
     - Level 5 courses are suitable for students who have completed at least four Level 4 courses of their major.
     - Level 6 courses are suitable for students who have completed ALL L4 COURSES AND AT LEAST FOUR L5 COURSES of their concentration.
     - Course Level (L4, L5, L6) & Pre-requisite violations are checked automatically by the online registration system.