The Registrar’s Office will hold informal help sessions on PRESTO registration from 1:00 to 3:00 p.m. on Thursday, August 27, in the Nancy Dye Lecture Hall in the Science Center. If you want to see a preview of how registration works or if you are nervous about trying the system for the first time, please stop by for a 15-minute session.

HELPFUL REMINDERS

- The PRESTO login page is found at http://presto.cc.oberlin.edu.
- To log onto PRESTO, you will always need your T# (Oberlin College ID Number) and your PIN (Personal Identification Number). Both are noted on the registrar’s letter in your advising packet.
- If you forget or lose your T# and/or PIN, contact the Registrar’s Office at 58450, e-mail registrar@oberlin.edu, or come to the office, Carnegie 124. A complete guide to PRESTO is available at the PRESTO Welcome Page, http://presto.cc.oberlin.edu.
- To register for or add/drop classes in PRESTO, in addition to your T# and PIN, you must have your RAP (Registration Alternate PIN,) which your advisor will give you at the end of your individual advising meeting on Thursday, August 27.
- Remember to always capitalize the “T” in your T# and do not use the “back button”; always use the “Return to Menu” link at the top right hand side of the page.

WHAT CAN YOU DO IN PRESTO?

- Check your registration status (registration appointments and holds)
- Look up classes, add/drop classes, and change variable-credit hours
- Check your course schedule
- Check your record: midterm and final grades and transcript
- See information about your financial aid (if applicable)
- Request an audit of your degree requirements
- See your student and personal information

FREQUENTLY ASKED QUESTIONS ABOUT PRESTO COURSE REGISTRATION

Do I have to come to a computer lab to register? Can’t I register in my room?

- The Registrar’s staff and student academic ambassadors will be at the registration sites to help you if you have problems with PRESTO or have questions about courses, programs, or departments. Please note that the Registrar’s Office (Carnegie 124) will not be open during registration; therefore, if you encounter any difficulties, please come to your assigned registration location so that we can assist you.
- You can register from any computer with internet access; you can use your laptop as long as it is prepared to connect to the campus network.

What should I do if I lose my T# and/or PIN or my account is disabled?

Generally, during regular registration periods (in November and April), if you have trouble with your T#, PIN, or account, you need to call the Registrar’s Office at 58450 or email registrar@oberlin.edu. During this week’s registration period, we will be at the registration sites to help you. If you are not at one of the registration sites and you are attempting to register on Thursday, August 27 or Friday, August 28, you will need to come see us.
What if I am running late after my advising meeting and I’ve missed my registration appointment?
Come to your registration location and we will adjust your registration time for you. Don’t rush through your advising meeting; there will be lots of time for you to register once you have completed the advising meeting.

How much time will I have to register?
Your initial registration appointment is 45 minutes. If you need a little extra time, we can adjust your appointment; ask one of the Registrar staff members. Also remember that you will have August 31 – September 10 to add/drop so you can always sign on PRESTO again to make adjustments beginning on August 31.

What if I need consent to get into a class?
- You will need to contact the instructor or go to the class and ask for consent. The instructor will give you consent by either entering consent online or giving you written consent. The written consent must be done via a Registration Schedule Adjustment Card, available from the Registrar’s Office. (A supply of these will be available at the registration sites.) Once the faculty member signs the card, bring it to Carnegie 124 and we will enter it for you. If the instructor says s/he will enter it online, you will need to check PRESTO to confirm the consent has been entered and then add the class.
- There are two important things to remember about consent: (1) consent is just the instructor’s permission to take the course, it is not a guaranteed seat; and (2) if a faculty member enters consent, you must still log into PRESTO and add the class. You are not registered for a course until you add it to your schedule in PRESTO.

What if I can’t get in a class because of a prerequisite?
Certain courses carry prerequisites; they will be listed in the catalog. If you do not have the prerequisite, you will not be able to add the course. If you believe you have the academic preparation for the course, you can make an appointment to talk to the faculty member who is teaching the course to ask permission to take the course. The faculty member will then decide whether an exception is warranted. If s/he makes an exception, then the faculty member will need to override the prerequisite in PRESTO for you. Once that is entered, you can add the course during add/drop.

CHECKING ON PROGRESS TOWARD DEGREE REQUIREMENTS IN PRESTO
- You will be able to check on degree requirements using Degree Works which is a course/degree requirements planning tool. Degree Works is available through PRESTO; in approximately 20 seconds, you will have an up-to-date report which you can review online in an advising meeting or print to take to an advising meeting. Please remember to always press on the “PROCESS NEW” button when you are looking at your report in Degree Works.
- Each of the requirements for the Oberlin degree and major will be listed with courses used to meet that requirement.
- After you declare a major, you will be able to see your major GPA on the report; this GPA reflects all work taken for the major.
- Degree Works enables you to see the effects of changing a major by running a “what if” report.
- More detailed information was provided for you in your packet.