TUITION AND FEE PAYMENTS

Student accounts are handled through the Office of Student Accounting. Details about payment and refund policies/deadlines are available to students through www.southalabama.edu/studentaccounting and on PAWS. Payments may be made online through PAWS or on campus at:
Office of Student Accounting
Meisler Hall, 390 Alumni Circle, Rm 1300
(251) 460-6195

FINANCIAL AID

Instructor Information
Instructors must submit final grades on PAWS by the deadlines posted in the University Calendar.
Questions regarding grade submission should be directed to Student Records, (251) 460-6251, Option 5.

Summer Semester
First-Term final grades due 10:00 a.m., June 25.
Full-Term and Second-Term final grades due 10:00 a.m., July 28.

Fall Semester
Final grades due 10:00 a.m., December 14.

Student Information
The University does not mail grades to students. Students must access their grades on PAWS, provided no holds prevent access.

Summer Semester
First-Term final grades will be available to students beginning 12:00 p.m., June 27.
Full-Term and Second-Term final grades will be available to students beginning 12:00 p.m., July 30.

Fall Semester
Final grades will be available to students beginning 12:00 p.m., December 16.

REGISTRATION ASSISTANCE

The Registration Area and the PAWS Help-Desk, (251) 460-6251, Option 3, are staffed by the Office of the Registrar (Monday-Friday, 8:00 a.m.-5:00 p.m.) to answer questions about PAWS or registration.
E-mails directed to the PAWS Help-Desk (pawshelp@southalabama.edu) are answered during business hours.

Main Line:
(251) 460-6251

Academic Records:
(251) 460-6251 Option 5

Enrollment & Degree Verifications:
(251) 460-6251 Option 2

Graduation/Diplomas:
(251) 460-6251 Option 4

Readmission:
(251) 460-6251 Option 6

Registration/Scheduling/PAWS HELP:
(251) 460-6251 Option 3

Transcripts:
(251) 460-6251 Option 1

E-mail:
registrar@southalabama.edu

Registrar Web Site:
http://www.southalabama.edu/registrar

USA Web Site:
http://www.southalabama.edu

PAWS:
https://paws.southalabama.edu

JagTraks Registration Guide:
http://www.southalabama.edu/schedcourses.html
REGISTRATION PERIODS

Continuing / Readmitted Student Registration
Only eligible currently attending or readmitted students may register, drop courses, change courses to audit, and drop all courses (cancel registration) on PAWS.

New Student Registration
Only eligible new students may register, drop courses, change courses to audit, and drop all courses (cancel registration) on PAWS.

Open Registration
Eligible continuing and readmitted students, and new students who registered during Southbound Orientation may register, drop courses, change courses to audit, and drop all courses (cancel registration) on PAWS.

Late Registration and Drop/Add
Late Registration and Drop/Add begins at 9:00 a.m. on the first day of the semester and ends at 5:59 p.m. on the third day of the semester.

Late Registration Fee
Students who have not registered may register late and will be assessed a $50 Late Registration Fee. Students may register and drop courses, change courses to audit, and drop all of their courses (cancel registration) on PAWS. Courses dropped during the Late Registration and Drop/Add will not remain on students' academic records.

Drop Period
The Drop Period begins at 9:00 a.m. on the fourth day of the semester and ends at 4:59 p.m. on the official last day to drop. Students may drop some or all courses (complete withdrawal) during the Drop Period. Students who have registration holds must go to the Registrar's Office to drop a course or to completely withdraw.

Courses dropped during the Drop Period will remain on students' academic records as withdrawn courses.

JagTraks Registration Guide
The JagTraks Registration Guide contains all the information needed to prepare for advising and registration. Students, faculty and staff can use JagTraks to find information on important dates and deadlines, instructions on how to register, and information on using PAWS and JagMail. JagTraks is available for download in Adobe.PDF format.

JAGMAIL E-MAIL
All active USA students are assigned a free campus e-mail account where only official University correspondence will be sent. Information regarding account setup and password resets is located at http://jagmail.southalabama.edu. Students are urged to check their e-mail accounts regularly during registration and throughout the semester. Faculty or staff with questions about their JagMail e-mail accounts should contact Academic Computing, (251) 460-6161.

PAYMENT AND REFUND INFORMATION
Payment and refund information is available from the Office of Student Accounting at www.southalabama.edu/studentaccounting.

USA ONLINE和 E-COMPANION
Online courses are web-based, taught via the Internet. Online courses are designated by section numbers between 801-899. These courses require a higher rate of tuition than campus-based courses. Complete registration instructions, policies, and deadlines are available online at www.southalabama.edu/departments/registrar/registration.html.

WEB ENHANCED COURSES
Web-enhanced courses are courses which use online web supplements to an on-campus course. These courses are assessed at the regular tuition rate.

USA BALDWIN COUNTY-FAIRHOPE
Baldwin County courses are designated by section numbers 401-499. For scheduling purposes, Baldwin County courses are considered ‘Main’ campus but Baldwin County session. USA Baldwin County Office will not register or adjust student schedules.

JAGTRACKS REGISTRATION GUIDE
The JagTracks Registration Guide contains all the information needed to prepare for advising and registration. Students, faculty and staff can use JagTraks to find information on important dates and deadlines, instructions on how to register, and information on using PAWS and JagMail. JagTraks is available for download in Adobe.PDF format.