

- Activate your UR Self-Service account.** Go to [www.uregina.ca](http://www.uregina.ca) and click “UR Self-Service” at the top of the page. Your USER ID is your U of R student number and your PIN is your birthdate (DDMMYY). You will be prompted to change your pin and add a security question. Problems? Call the IT Help Desk at 1-306-585-4685.
- Enter your Social Insurance Number.** Once logged into UR Self-Service, click “Student Services” tab and “Personal Information”. Here you can enter your SIN. The university requires your SIN be entered prior to registering for classes, so if you do not have one yet, apply for one right away!
- Set-up your Email Account.** All U of R email communication will be sent to a uregina email address assigned when you are admitted. Go to [www.uregina.ca](http://www.uregina.ca) and click “Webmail” at the top of the page. Select the Quick Link for “Find Your Username and Password” and then complete your login. **Remember to check this account regularly, or even better, forward it to your personal email account.**
- Meet with your Academic Advisor.** They can help you choose the courses that best meet your program requirements. If you aren’t sure what degree or program to follow, they will help you with that too.
- Register for courses** at your advising appointment, or online at UR Self-Service on your assigned day to register. You may also leave your registration plan with Luther’s Academic Office to be processed on your registration day.
- Register for ARTS 099 if in Luther Arts or MAP 001 if in Luther Media, Art, and Performance.** These are required courses for first semester students and include online components. ARTS 099 must be completed and passed before you may register for your second semester courses. ARTS 099 will appear on your UR Courses.
- Final transcripts.** Remember to have your final high school transcripts forwarded to UR Enrolment Services as soon as they become available. Contact [Enrolment.Services@uregina.ca](mailto:Enrolment.Services@uregina.ca).
- Did you take IB or AP courses?** Discuss with your advisor the possibility of transfer credit. Arrange for official transcripts to be sent to the U of R Admissions Office.
- Apply to live in Luther’s residence, The Student Village at Luther College.** For more information, visit [www.luthercollege.edu/residence](http://www.luthercollege.edu/residence). Call 1-306-585-5333 or email [luther.college.residence@uregina.ca](mailto:luther.college.residence@uregina.ca) for details and/or to arrange a tour.
- Apply for Awards.** Apply for Luther College Awards online at [www.luthercollege.edu/awards](http://www.luthercollege.edu/awards). The application is open March 15-May 15, 2021.
- Financial Office.** For all financial questions regarding tuition, student loans, etc. please contact the Luther Financial Office at 306-585-5333 or [financeoffice@luthercollege.edu](mailto:financeoffice@luthercollege.edu) or visit [www.luthercollege.edu/university/current-students/financial-services-faq](http://www.luthercollege.edu/university/current-students/financial-services-faq).
- Register at the Centre for Student Accessibility (CSA).** This office serves students with special needs (learning disabilities, medical conditions, etc.). To register with the CSA, call 1-306-585-4631 or go to Riddell Centre 229 to book an appointment. Visit [www.uregina.ca/student/accessibility](http://www.uregina.ca/student/accessibility) for more details.

- ❑ **Student ID Card.** A student ID card is required to borrow library materials, use the fitness centre, receive student discounts, write exams, and gain access to some campus events. Once you have registered for classes, you can request your student ID card in UR Self-Service: [www.uregina.ca/student/registrar/resources-for-students/photo-id/obtaining-a-student-photo-id-card](http://www.uregina.ca/student/registrar/resources-for-students/photo-id/obtaining-a-student-photo-id-card)
  
- ❑ **Buy your parking or bus pass.** Parking permits are available now at Parking Services, College West 108 or [www.uregina.ca/parking](http://www.uregina.ca/parking). For public transit options (bus passes), visit [www.ursu.ca/transit](http://www.ursu.ca/transit). The Students' Union is the U of R's on-campus Transit Agent.
  
- ❑ **Buy your textbooks.** View your textbook list online at UR Self-Service – it will be available sometime in August. Buy textbooks at <https://ebookstore.uregina.ca>.
  
- ❑ **Know important university dates.** Semester dates, deadlines for adding and dropping courses, and fee payment are found in the University Calendar (p. 3), on UR Self-Service under My Refund Schedule, and at [www.uregina.ca/student/registrar/resources-for-students/academic-calendars-and-schedule/undergraduate-calendar/index.html](http://www.uregina.ca/student/registrar/resources-for-students/academic-calendars-and-schedule/undergraduate-calendar/index.html). It is your responsibility to know these dates.
  
- ❑ **UR Courses.** UR Courses is an online educational platform used by many instructors at the University of Regina. This platform enables instructors to post course material (e.g. lecture PowerPoints and outlines) for student viewing. Login ([www.uregina.ca/urcourses](http://www.uregina.ca/urcourses)) using your uregina.ca username and password, the same credentials used to access your uregina.ca e-mail. Access to your course begins on the first day of the semester. If the semester has already begun when you register, the course will be available to you 24 hours after enrolment. NOTE: Not all instructors use UR Courses.
  
- ❑ **Orientation.** U of R Orientation is August 27, 2021 – Please register here: [www.uregina.ca/orientation](http://www.uregina.ca/orientation)
  
- ❑ **UPREP.** Luther University Preparation Program is August 19-20, 2021 – For more information and to register, visit [www.luthercollege.edu/uprep](http://www.luthercollege.edu/uprep) or email [luther.recruitment@uregina.ca](mailto:luther.recruitment@uregina.ca).
  
- ❑ **Dropping Courses.** Not attending isn't enough! If you have registered in classes and later decide not to attend, you must formally withdraw from your courses prior to the drop deadlines to avoid financial charges and possible failing grades. Thinking of adding/dropping a course during the semester? Check the deadlines beforehand at "My Refund Schedule" in UR Self-Service.
  
- ❑ **Health and Dental Plan.** All U of R students registered in 9 credits for Fall are automatically registered for this coverage. The cost is approximately \$200 and is added to your Fall fees. If you are covered under another plan, you must opt out. Visit [www.mystudentplan.ca/ursu/en/home](http://www.mystudentplan.ca/ursu/en/home) for more details.

### How to Contact Us:

**Academic Office, LC 200, Luther College**

*Monday to Friday, 8:15 a.m. to Noon; 1:00 p.m. to 4:30 p.m.*

**Phone:** 1-306-585-5444    **Email:** [Luther.Registration@uregina.ca](mailto:Luther.Registration@uregina.ca)

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