Academic
Advising

Information on **Registration Holds**

To view holds and other course registration information, visit: **Self Service Carolina** > **Student** > **Registration** > **Registration Notices & Holds**. Registration holds can prevent you from making course registration changes at any point in the semester.

Hold Type	Hold Description	When is the hold typically applied?	Hold Lift Instructions
Advisement Hold	This hold requires students meet with their academic advisor before registering for courses each semester.	Added 6-8 weeks before course registration	Schedule an appointment and meet with your academic advisor.
Academic Recovery Hold	First-year undergraduate students on academic probation after their first semester must complete an academic coaching session. For more information on the Academic Standards Policy, visit the University Registrar's website.	Added at the beginning of the second semester	Schedule and attend an Academic Coaching session in the University Advising Center.
Bursar Hold (Financial Hold)	Failure to pay outstanding charges by deadlines (parking, tuition, fees, etc.) will result in a financial hold on the student's record. A financial hold prohibits students from future registration, receiving transcripts, or receiving a diploma. *Note: Once the balance has been paid in full, the hold will be removed.*	Added periodically to accounts with an outstanding balance	Pay balances in full via Self Service Carolina. Contact the Bursar's Office with questions.
Conduct Hold	There are two types of conduct holds: • Failure to attend a scheduled meeting with conduct administrator/hearing officer • Failure to complete the sanctions assigned to you	Added periodically with failure to attend conduct hearings or complete sanctions	Attend conduct meeting and complete sanctions. Contact Student Conduct and Academic Integrity for information.
Registrar Hold (Transcript Hold)	Students who have taken coursework at another institution before beginning or while enrolled at USC must submit an official transcript. If USC does not receive an official transcript, a transcript hold will be placed.	Added after admission to USC	Have transcripts sent to the Office of the University Registrar.
Citizenship Hold	Students must verify U.S. citizenship by completing and submitting the Citizenship Verification Form to the University Registrar's office.	Added after admission to USC	Complete Citizenship Verification Form and submit to the University Registrar.
Immunization Hold	USC follows the Centers for Disease Control and Prevention (CDC) and the American College Health Association (ACHA) recommendations regarding immunizations for college students. Immunization requirements must be met and the form on file at Student Health Services before a student can register for classes, move into a residence hall, or attend classes.	Added after admission to USC	Submit immunization record to Student Health Services. Contact Student Health Services for information
AlcoholEdu and/or Sexual Assault Prevention for Undergraduates (SAPU) Hold	Students must complete Part I and Part II of *AlcoholEdu* and *SAPU* by established deadlines.	Added after deadline for Parts I and II of *AlcoholEdu* and *SAPU*	Complete *AlcoholEdu* and *SAPU*. Contact Substance Abuse Prevention and Education with questions

Information on **Course Restrictions**

Viewing Course Restrictions:

1. Login to Self Service Carolina
2. Click on the **Registration** tab and **Look Up Classes** to search for a course.
3. Click on the course title to bring up a pop-up box with additional course information.
4. Click on the **Restrictions** tab to view any course registration restrictions.

Common Course Restrictions:

- **Course Section** – Some sections are reserved for majors only; students in Opportunity Scholars or Honors; or specific classification such as sophomores or above.
- **Field of Study** – The course may only be open to certain majors, minors, and concentrations.
- **Honors Courses or Special Approval Required** – The course may only be open to students in the South Carolina Honors College or may require the student to obtain approval from the department offering the course.
- **Course Capacity** – The course may be full.
- **Pre-Requisites** – You may not have the required pre-requisite.
- **Co-Requisites** – You may not have the correct co-requisite. If a course requires a co-requisite, both CRNs must be entered on the Add Classes Worksheet when the Submit button is pressed.
- **Campus** – The course may not be offered on your campus.
- **Level** – The course may be offered at a different level (Graduate, Undergraduate, Law, Medical, Pharmacy).
- **Alpha character** - Course sections beginning with an alpha character are intended for specific student populations. If you receive a "Student Attribute Restriction" when registering, please check the alpha character in the 3-digit section number.

Section A## - Preston Residential College Students

Section C## - Capstone Scholar Students

Section H## - South Carolina Honors College Students

Section J## - Online sections open to all students; be certain to check which campus the section is designated for and only enroll in Columbia sections

Section M## - PMBA Students

Section N## - Nursing students enrolled in online sections

Section P## - Palmetto College Students

Section Q## - International Accelerator Program Students

Section R## - Contract Courses: only open to students affiliated with the course contract

Section S## - Special populations including Living and Learning Communities

Section T## - TRiO Students

Section Y## - Open to all students: sections scheduled by On Your Time Initiatives Office

Section Z## - Ft. Jackson students, open to all students