



THE MASTER'S
UNIVERSITY

NEW STUDENT PRE-REGISTRATION INSTRUCTIONS FALL 2017

Now that you're accepted to The Master's University, it's time to begin the registration process! The next step for you to complete is *pre-registration*. The following are instructions regarding pre-registration for the Fall 2017 semester. Pre-registration can be completed online by accessing our website at www.masters.edu. If you have difficulty completing the online pre-registration, please contact your admissions counselor at 661-362-2363

Follow the instructions below to begin your New Student Pre-Registration:

1. Accept your offer at www.masters.edu/acceptmyoffer. This \$200 deposit, which is refundable until May 1st, secures your spot at The Master's University and allows you to proceed in the registration process. The deposit will be credited toward your student billing account for next semester, and is not an extra fee. You may also pay by phone (661-362-2237) or by mailing a check to the following address:

The Master's University
Office of Student Finance
21726 Placerita Canyon Road
Santa Clarita, CA 91321

2. To begin, search www.masters.edu/selfservice and log in using your TMU Self-Service username and password that was sent to you in the mail. If you do not have this information, contact the Admissions Office at 661-362-2363. You can also access Self-Service by clicking the Resources tab at www.masters.edu.

*Note: new student pre-registration will be available beginning on March 6, 2017.



3. Select **Register for The Master's University as a Traditional Undergraduate Student**. Be sure not to use the pre-registration link for another program, such as Degree Completion or TMC Online.
4. Complete the information in each section. To save your changes along the way, click the **Save and Continue** button at the bottom of each page. If you need to log out and complete registration at another time, make sure that you have completed the current page, then click the **Save and Continue** button before exiting. Always save your information before logging out.

Traditional Undergraduate Pre-Registration

- [Personal](#)
- [Contact](#)
- [Emergency Contact](#)
- [Housing](#)
- [Meal Plan](#)
- [Vehicle Information](#)
- [Health Insurance](#)
- [Information Release](#)
- [Billing and Payment](#)
- [Sign & Confirm](#)

Welcome to Pre-Registration!

Before you can register for classes at The Master's University and Seminary, we need to gather some more information and preferences from you.

Use the *Continue* buttons to walk through each step. You can also use the menu on the left to navigate directly to a particular section. If you are unable to complete the entire process, your information will be saved and you may return at a later time to finish.

[Click here to continue](#)

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The screenshot above shows the list of sections in pre-registration. Note that some of these sections may require guidance from your parents.

5. When you have completed and saved each pre-registration section you will be able to **Sign & Confirm** your information. Please ensure that all sections are complete and accurate before confirming your information. Electronically sign the confirmation page using your Self-Service username and password.
6. Once your pre-registration information has been submitted and the \$200 deposit is received, you will be ready to schedule an **Academic Advising Appointment**. During your advising appointment—in person or by phone—your academic advisor will help set up your class schedule for the upcoming semester. Instructions for this step will be sent separately.

Note: Course Registration for new students opens on April 22, 2017 (Admitted Students' Day – see below).

REMINDERS:

ADMITTED STUDENTS' DAY: SATURDAY, APRIL 22ND, 2017:

You and your family are invited to meet faculty, staff, and students for a day of pre-orientation activities. Check-in will begin at 9:00 AM, and the program will run from approximately 9:00 AM-4:00 PM. This will be the first day for all new students to register for classes. More information can be found at: www.masters.edu/admitday.

HEALTH CENTER INFORMATION:

Remember to complete and return all information regarding your health history to our campus nurse before **August 1, 2017**. All health forms that are required can be found at www.masters.edu/healthforms.

Mail to: The Master's University Health Center, 21726 Placerita Canyon Road, Santa Clarita, CA 91321. For questions or concerns, contact the Health Center at (800) 568-6248 ext. 2662, or visit them at www.masters.edu/campuslinks/healthservices.