



OFFICE OF THE
REGISTRAR

ADP Student FAQs

Where do I view the schedule of classes?

The most up-to-date schedule of classes can be viewed on [The View — Course Schedule](#). The card in Falcon Link is titled, The View—Course Schedule. The View provides the ability to search classes by subject, part of term, etc. Under the “Attribute Type” search box, you can filter your class search by ADP Gen Ed category (i.e. ADP Gen Ed: Arts, ADP Gen Ed: Social Sciences, etc.).

What are the dates of the Spring 2025 term?

- Full Spring Term: January 13-May 8
- ADP Early 8-Week: January 13-March 7 (course section numbers E1, E2, etc.)
- ADP Late 8-Week: March 17-May 8 (course section numbers L1, L2, etc.)

Where can I view my registration holds?

Login to Self-Service Banner through Falcon Link (search for the Self-Service Main Menu card in Falcon Link). Access the *Student Tab*, *Student Records* and then *View Holds*. The Registrar’s Office is not permitted to remove any registration hold. Contact the appropriate office/persons about your hold(s) if you have questions:

- Unpaid Account Balance- contact Student Financial Services, studentfinsvcs@messiah.edu or 717-691-6004
- Financial Responsibility Agreement (FRA) – contact Student Financial Services, studentfinsvcs@messiah.edu
- Primary Advisor- contact your academic advisor
- Advisor Evaluation Hold – complete in Falcon Link
- Engle Center- contact the Engle Center, englecenter@messiah.edu or 717-691-6035

What is a Financial Responsibility Agreement (FRA)?

Undergraduate, Graduate and ADP students will be required to complete a **“Financial Responsibility Agreement”** before registering for courses each semester. The Financial Responsibility Agreement is between the enrolled student and the university. By signing the Financial Responsibility Agreement, the student is acknowledging they are fully responsible for paying their education cost each semester.

How do I sign my Financial Responsibility Agreement (FRA)?

From Falcon Link, type in “Financial Responsibility Agreement” and click on the card. You will be able to review the Financial Responsibility Agreement form and acknowledge the agreement by checking the “Accept” box and submitting the form.

Where can I view my class registration appointment time?

Login to Self-Service Banner through Falcon Link (search for the Self-Service Main Menu card in Falcon Link). Access the *Student Tab*, click *Registration* and then *Registration Status*.

How do I declare a new major, declare a minor, or change my concentration?

Please complete the appropriate electronic form to request to change your major, minor or concentration. These forms can be found on the Registrar website, [Forms for ADP Students](#).

I need to register for more than 18 credits. How do I obtain permission for a credit overload?

Please complete an academic policies petition to request an overload of credits. The electronic form can be found on the Registrar's website, [Forms for ADP Students](#). Additional tuition will be charged if your registration exceeds 18 credit hours.

What do I need to take into consideration if/when I change my spring term schedule?

Before dropping or withdrawing from a course, please consult your academic advisor, Student Financial Services and Financial Aid. Registration changes may impact your financial aid and have potential billing adjustments.

How do I change my class schedule after the online registration period has ended?

Please complete the appropriate course add, course drop or course withdrawal form found on the Registrar's website, [Forms for ADP students](#).