



PIEDMONT UNIVERSITY

IT STARTS HERE.

New Student Registration Guide

Your academic advisor may have already preloaded the appropriate courses into your plan. You must meet with your advisor (in person, via Zoom, phone, or email) before your advisement hold can be lifted.

Log in to Student Planning from “selfservice.piedmont.edu” link labeled: “Student Planning”.

Sign In

User name

 *UserName*

Password

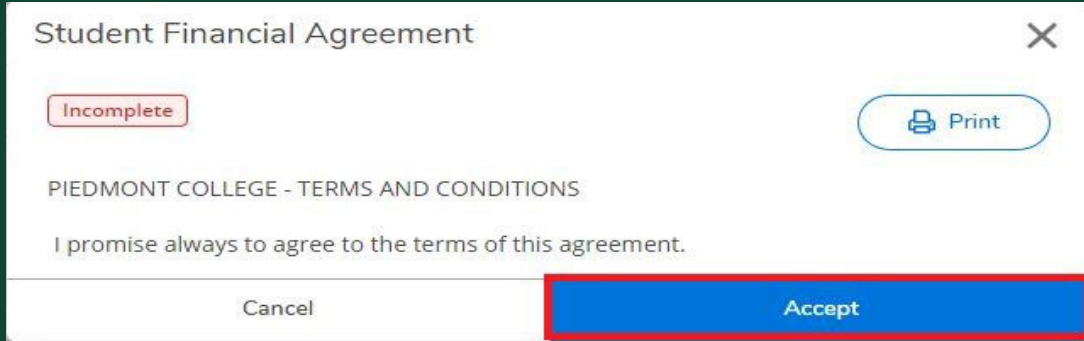
 *Password*

Sign In

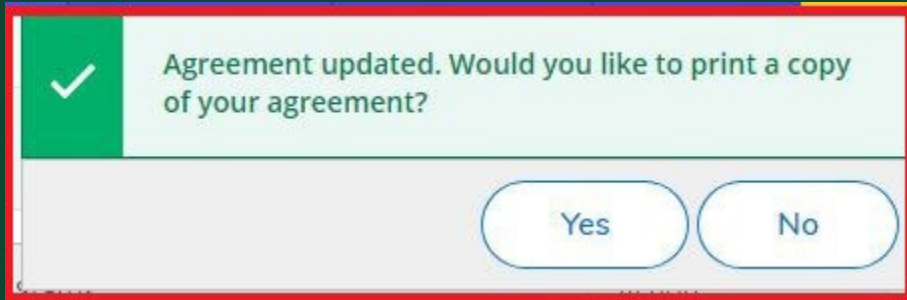
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How to Accept your financial agreement

- Select “Accept” for the Student Financial Agreement.

A screenshot of a web dialog box titled "Student Financial Agreement" with a close button (X) in the top right corner. Inside the dialog, there is a red-outlined box containing the word "Incomplete". To the right of this is a button with a printer icon and the text "Print". Below these elements, the text "PIEDMONT COLLEGE - TERMS AND CONDITIONS" is displayed, followed by the statement "I promise always to agree to the terms of this agreement." At the bottom of the dialog, there are two buttons: "Cancel" on the left and "Accept" on the right. The "Accept" button is highlighted with a red border.

- You will receive confirmation that you have completed the agreement.

A screenshot of a confirmation dialog box. It features a green square with a white checkmark on the left. To the right of the checkmark, the text reads "Agreement updated. Would you like to print a copy of your agreement?". At the bottom of the dialog, there are two buttons: "Yes" and "No".

- You are done! The status will change to “Accepted” with the date of completion.
- For any questions regarding the Student Financial Agreement please contact Student Accounts at biz@piedmont.edu.

Click on the “Student Planning” tab

Hello, Welcome to Colleague Self-Service!

Choose a category to get started.



Student Finance

Here you can view your latest statement and make a payment online.



Tax Information

Here you can change your consent for e-delivery of tax information.



Student Planning

Here you can search for courses, plan your terms, and schedule & register your course sections.



Graduation Overview

Here you can view and submit a graduation application.



Financial Aid

Here you can access financial aid data, forms, etc.



Banking Information

Here you can view and update your banking information.



Grades

Here you can view your grades by term.



Banking Information

Here you can view and update your banking information.

Next: Click on the “Student Planning” tab

Hello, Welcome to Colleague Self-Service!
Choose a category to get started.

 Student Finance Here you can view your latest statement and make a payment online.	 Financial Aid Here you can access financial aid data, forms, etc.
 Tax Information Here you can change your consent for e-delivery of tax information.	 Banking Information Here you can view and update your banking information.
 Student Planning Here you can search for courses, plan your terms, and schedule & register your course sections.	 Grades Here you can view your grades by term.
 Graduation Overview Here you can view and submit a graduation application.	 Banking Information Here you can view and update your banking information.

Click on the “Student Planning” tab.

2



Plan your Degree & Register for Classes

Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.

Go to Plan & Schedule

Enter the courses your advisor has sent to you in the “Search for courses” search bar and click the magnifying glass.

Search for courses...

Select “View Available Sections” for course. Be sure you choose the section number sent to you by your advisor.

EDS-8824 Analysis and Evaluation of Res (3 Credits)

Add Course to Plan

This course is designed to enable students to become critical consumers and evaluators of current educational research. Students will develop skills necessary to identify, understand, and assess the strengths and weaknesses of educational research. Throughout the course, students will locate and evaluate a collection of educational research publications and write a critical, scholarly literature review focused in a specific area of education.

Requisites:

None

View Available Sections for EDS-8824

Scroll down to the semester you are registering for and select the course by clicking the “Add Section to Schedule” button.

Analysis and Evaluation of Res CH38E

Runs from 1/8/2019 - 2/26/2019

Add Section to Schedule

Seats	Times	Locations	Instructors
25	T 4:30 PM - 9:30 PM 1/8/2019 - 2/26/2019	Off Campus Cohorts Lecture	Faucett, C

Confirm the section details by clicking “Add Section”.

Section Details

EDS-8824-CH38E Analysis and Evaluation of Res
Spring 2019

Instructors

Faucett, C

Meeting Information

T 4:30 PM 9:30 PM
1/8/2019 - 2/26/2019
Off Campus Cohorts, TBD (Lecture)

Dates

1/8/2019 - 2/26/2019

Seats Available

25 of 25 Total

Credits

3

Grading

Graded ▾

Requisites

None

Course Description

This course is designed to enable students to become critical consumers and evaluators of current educational research. Students will develop skills necessary to identify, understand, and assess the strengths and weaknesses of educational research. Throughout the course, students will locate and evaluate a collection of educational research publications and write a critical, scholarly literature review focused in a specific area of education.

Books

[Bookstore Information](#)

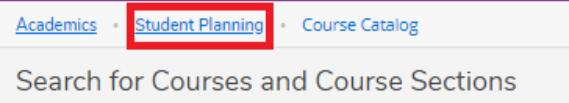
Close

Add Section

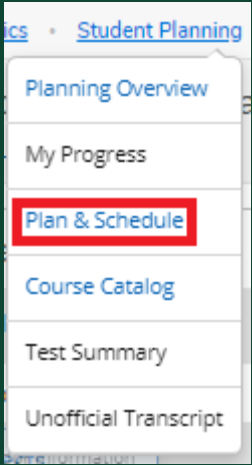
PIEDMONT
UNIVERSITY



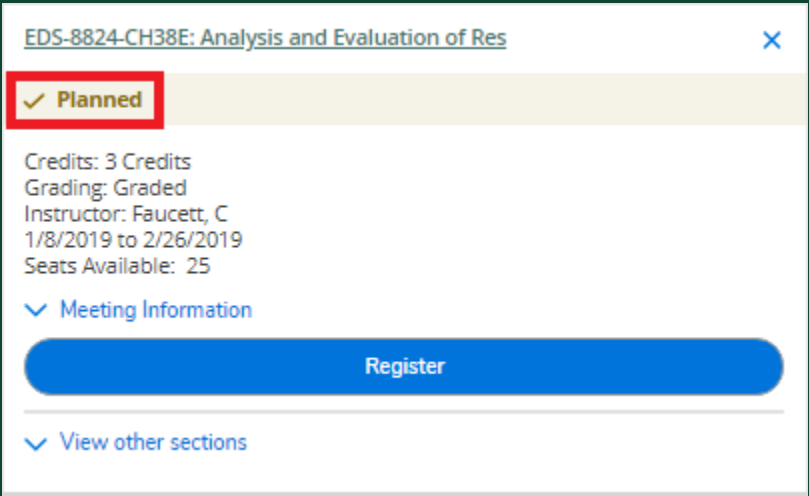
Check that you have listed all the correct courses and section numbers sent to you by your advisor. Once you have added all the courses you need to your plan, click “Student Planning”.



On the dropdown menu, select “Plan & Schedule”.



Once on the Plan & Schedule page, you will view your planned courses. Review that all courses are planned that need to be.



Once you are eligible to register you may return to the “Plan & Schedule” page and select the “Register Now” button. Refer to dates for registration provided by your advisor.



Once on the Plan & Schedule page, you will view your planned courses. Review that all courses are planned that need to be.

EDS-8824-CH38E: Analysis and Evaluation of Res

✓ Planned

Credits: 3 Credits
Grading: Graded
Instructor: Faucett, C
1/8/2019 to 2/26/2019
Seats Available: 25

Meeting Information

Register

View other sections

Once you are eligible to register you may return to the “Plan & Schedule” page and select the “Register Now” button. Refer to dates for registration provided by your advisor.

Register Now

Procedures to Verify the Identity of the Distance Learning Student.

Procedures to Verify and Protect the Identity of the Distance Learning Student

Piedmont University outlines the following procedures to effectively verify student identity in online courses and protect identity:

Piedmont University issues each student a seven-digit student identification number at time of initial registration. This student ID becomes the unique identifier for the student throughout his/her academic career at the University. The student ID is required to access to all University resources.

Additionally, a secure email address is assigned to each student upon enrollment. This email address is unique in that it consists of the student's first letter of the first name, last name, plus a four-digit numeric component which is the student's birth month and day (e.g., jsmith0123@lions.piedmont.edu). The student creates an eight-digit, alphanumeric password that uniquely identifies and provides access to university resources. Once established, these credentials act as a student's credentials for all of Piedmont's online resources (student email, Canvas, PilgrimNet, etc.). Students accept responsibility for the security of their passwords.

Procedures for Assuring Distance Learning Student Identity:

Secure Email and Password: Each distance learning student gains access into the Canvas system by using their pre-established credentials mentioned above. Once registered, students are automatically assigned to the appropriate Canvas course sections for the current term.

New techniques or technologies intended for distance learning student verification must be reviewed and approved by the Chief Information Officer prior to implementation of the process.

Privacy:

Piedmont University protects the privacy of all students, including distance learning students, through the strict adherence to the rules of the Family Educational Rights and Privacy Act of 1974 (FERPA). The official FERPA statement is available for student and public view through the University web site. University employees receive annual training in FERPA regulations.

Fees:

There are no additional charges associated with verifying student identity.



Academic Integrity

In accordance with the mission statement at Piedmont, it is the responsibility of each member of the Piedmont community to promote an atmosphere of academic integrity and an understanding of intellectual honesty that adheres to the highest standards of professional and personal conduct.

- To protect intellectual and scholarly integrity, the University imposes strict penalties for academic dishonesty, which is defined as follows.
- **Cheating** — intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise.
- **Fabrication** — intentional and unauthorized invention or falsification of any information or citation in an academic exercise or altering official university records or documents.
- **Facilitating academic dishonesty** — intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
- **Plagiarism** — intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.





Bridge Books+



REGISTER FOR CLASSES

Upon registering for courses, you will be automatically enrolled into the program.



VERIFY YOUR ORDER

Starting 30 days before the first day of classes, you will receive an email to verify your order and select your fulfillment preference.



RECEIVE YOUR TEXTBOOKS

An email notification will be sent when your order is ready for pickup or when it ships. Your digital materials will be delivered for your course(s) within Canvas.

[Verify your order](#)

Student Accounts

800.277.7020 ext. 1101 or email: biz@piedmont.edu

Financial Aid Office

800.277.7020 ext. 1114 or email: gradaid@piedmont.edu

TEACH Grant and Loan Forgiveness is available for some applicants.

Information is available at <https://studentaid.ed.gov/sa/>

Teachers employed in Title I schools may be eligible for loan forgiveness. This Federal Program is complex and comes with many rules; not everyone is eligible.



FAFSA

- Create an FSA ID and File the FAFSA at studentaid.gov.
- Piedmont's school code is 001588.
- Complete the 2024-2025 FAFSA for Spring 25, and Summer 25.
- Complete the 2025-2026 FAFSA for Fall 25, Spring 26, and Summer 26.
- Re-file every year when the FAFSA application opens.

Federal Student Loans

- Guaranteed loans that do not require a co-signer or credit check.
- Graduate students can receive up to \$20,500 annually in an unsubsidized loan (*based on COA, enrollment, and remaining eligibility*).
- Interest begins accruing when the loan is disbursed.
- Repayment begins six months after graduation or if you stop attending for six consecutive months.
- To remain eligible for loans, students must be enrolled for a minimum of six credit hours and must meet SAP.
- If a student wants to accept the student loans, they would need to go to the Self-Service portal, as well as complete entrance counseling, & the master promissory note at studentaid.gov.

PLUS Loan

- A federal loan that a graduate student can apply for & if approved can get up to the cost of attendance (COA) for that academic year.
- Go to studentaid.gov to apply for the Graduate PLUS Loan.
- If approved, the student will also need to sign a PLUS Master Promissory Note.

Private Scholarships

- Students are encouraged to search for scholarship opportunities that may be available through a professional, private, or civic organization.
- Search sites like fastweb.com, gafutures.org, & scholarships.org

Welcome to PIEDMONT

"Big enough to serve, small enough to matter"

-Dr. Buzz Singer

