

www.shsu.edu 1- 866-BEARKAT

## HOW TO VIEW HOLDS

**REGISTRAR'S OFFICE** Sam Houston State University

1. To begin, go to the Sam Houston State University home page at <u>www.shsu.edu</u>.

MEMBER THE TEXAS STATE UN

2. At the top of the screen, click the Campus Tools dropdown and then select MySam.



3. In MySam on the Registration tab, click **Bearkat Registration Dashboard** → under "Bearkat Registration Dashboard (Add / Drop Classes)."

Sam Houston State University	SHSUOnline   Blac	kboard   E-mail   SamWeb   Logout	My Sam
🛎 All Users	T 0 I-:4:-4: (TOI)		
■ Campus Resources		(Add / Drop Classes)	
▲ My Account	Q		
C Registration	Update your TSI status before getting advised and registering.	Prepare for registration, build your	Make payment and tie-up loose ends.
& Employees	TSI Info →	Bearkat Registration Dashboard →	Churdred Davament EAQ →
<b>≜</b> Faculty	<ol> <li>Get your TSI Status on file</li> <li>If you have previously taken</li> </ol>	Plan Ahead	<u>Verity Your Courses in Degree</u> <u>Works</u>
# Students	the TSI Assessment, or if you are exempt: <u>Submit Previous TSI Scores</u>	Browse Schedule of Classes     View registration start times     How to register guide	Accept financial aid awards     Check registration fee     assessment



REGISTRAR'S OFFICE Sam Houston State University MEMBER THE TEXAS STATE UNIVERSITY SYSTEM



4. From the Bearkat Registration Dashboard home, select View Holds

Sam Houston State University	👑 Bearkat Registration Dashboard			
n Dashboard Home 🔺 Pre-Registration Notices 🔺 Re	egistration Holds Registration Time 🔺 Need to Know			
Pre-Registration Notices     Complete Notices	A Registration Holds You have holds preventing registration View Holds			
Registration Time     Summer Semester: March 30, 2021 1:00 PM     Fall Semester: April 15, 2021 1:00 PM	Need to Know Important need-to-know items View Items			
Add / Drop Classes ➡				

5. Click the dropdown and select the **Term** you are preparing to register for then **Continue.** 

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Student   Registration  Select a Term		
Select a Term		
Terms Open for Registration Fall 2021		



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- 6. This screen will display the following:
  - a. Your Student Status and Academic Status (Academic Standing)
  - b. Holds that will prevent you from registering will be in red.



