

ELECTRONIC CONFIRMATION INSTRUCTIONS FOR STUDENTS

Monday, August 18 through Tuesday, August 26

Complete the confirmation process on DataVU as follows. You do not have to be on campus to do this and may complete the process anytime during the above dates from any location with internet access.

1. Login to DataVU at <https://datavu.valpo.edu>
2. Select the option for 'Registration Confirmation'. Select the term for which you are confirming (2006FL). Check 'Yes' to indicate that you are returning; 'No' to indicate that you will not be returning.

For returning students, if there are any holds listed from Student Accounts, VUPD, the Health Center, or any other office, these will show up as a message, and you will need to clear these holds before you will be allowed to continue the confirmation process.

3. There are 4 steps to confirm registration, but none of them are time consuming.
 - A. Check and/or correct demographic information (address, phone number, etc.)
Type corrections/additions in the right-hand column
Press SUBMIT
 - B. Acknowledge Student Accounts agreement
Read the Student Accounts statement and check the box when you are finished.
Press SUBMIT
 - C. Acknowledge University Life Policies
Read the Student Life Policy Statement and check the box when you are finished.
Press SUBMIT
 - D. Acknowledge ABA Work Rule
Read the ABA Work Rule and confirm your compliance.
Press SUBMIT
4. You are finished with registration confirmation and will receive a completion message. Until your confirmation process is completed, you will not be able to make drop/add changes to your schedule during the drop/add period. **The drop/add period ends Monday, September 1 at 5:00 p.m., and changes can be made on DataVU up until that time. See the Registrar or Assistant Registrar if you are experiencing problems when making changes.**
5. Check your class schedule for changes (and you can print it out) by clicking the option for 'My Class Schedule' on DataVU.

PLEASE NOTE THE FOLLOWING:

To obtain a permit for your vehicle with VUPD:

Go to VUPD office on Union Street.

To obtain a new ID card (if you need yours replaced):

Student Union, Room 437A to have a new ID card made. A fee is charged for lost cards.

Classes begin Monday, August 25: not showing up for class does not constitute official withdrawal from that class.