

HAMPTON UNIVERSITY

Registrar



New Graduate Student Orientation



Registration Information

- Students MUST be **Medically and Financially Cleared*** before moving into the Residence Halls and/or Classes beginning!!
- *you must be currently registered to be charged for the semester
- Class registration is done using the new student portal - HamptonU Experience at the designated registration periods found on the academic calendar
- To see your clearance status:

HamptonU Experience: Clearance Status

- Login to the HamptonU Experience located in the Quick Links tab on the Hampton University homepage.
- Navigate to the "View all cards" button on the right side of the screen and click on it.
- In the search bar on the left side of the screen enter "Registration dashboard" and press enter.
- Click on the "Registration Dashboard" card to open the registration portal.
- Click on "Prepare for Registration"
- Choose Fall 2025 Term from the drop-down menu
- If you have both notations in the light blue box below, then you are cleared to come to campus.

A screenshot of the 'Registration Status' page. It shows the term 'Fall 2025' and two green checkmark boxes indicating that the student's status and academic status permit registration. Below these, a light blue box contains an information icon and a message about holds not preventing registration. At the bottom, two sections show clearance dates: 'HC Student Medically Clear' from 05/30/2025 to 12/31/2099, and 'SBS Student Financially Clear' from 06/11/2025 to 07/31/2025.

Registration Status

Term: Fall 2025

✓ Your Student Status permits registration.

✓ Your academic status permits registration.

i You have holds which do not prevent registration.

HC Student Medically Clear
From Date: 05/30/2025
To Date: 12/31/2099

SBS Student Financially Clear
From Date: 06/11/2025
To Date: 07/31/2025

Student Information

- Full-time Status = 9 Hours – Charged by the hour
- 10 hours+ – Full Tuition Rate
- Withdrawals
 - Individual WP/WF or
 - Separation from University/Last Day of Class/Charged/Readmitted

Course Withdrawal Form

HAMPTON UNIVERSITY
OFFICE OF THE REGISTRAR

COURSE WITHDRAWAL FORM

CURRENTLY RECEIVING VETERANS BENEFITS: ____ YES ____ NO

PLEASE PRINT

Term: ____ Fall ____ Spring ____ Summer

Major _____ Year _____

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LAST NAME

FIRST

MI

Student ID Number

LOCAL ADDRESS

CITY

STATE

ZIP

LOCAL PHONE #

HU E-MAIL ADDRESS _____

REASON FOR WITHDRAWAL: _____

ONE COURSE PER FORM

Instructor must circle WP (Withdrawal Passing) or WF (Withdrawal Failing) **AND Initial*

DEPT.	COURSE NUMBER	COURSE SECTION	CREDIT HOURS	NAME OF INSTRUCTOR (PRINT)	GRADE	INSTRUCTOR'S INITIALS
					WP*	
					WF*	

Signature of Student

Date

Signature of Instructor

Date

Signature of Advisor

Date

Signature of Major Chairperson

Date

Petition of Separation Form

(to withdraw from all currently enrolled courses)

HAMPTON UNIVERSITY
OFFICE OF THE REGISTRAR

PETITION FOR SEPARATION
Withdrawal from the University
(See College Catalog and Student Handbook for more details)

The date of withdrawal is not effective until the student submits this form, which includes all necessary signatures to the Office of the Registrar. The date this form is received by the Office of the Registrar is the effective date of withdrawal.

Last Four Digits of SSN _____ Undergraduate College _____
Classification _____ Graduate College _____
Major _____ Professional _____

I, _____, request _____ honorable withdrawal (Requires Good Standing)/ _____ administrative withdrawal.

Check One:
☐ Leaving school to serve in the Armed Forces
☐ Leaving school to serve with a Foreign Aid Service
☐ Leaving school to serve on official Church Mission

Other:
☐ Permanently Disabled
☐ Deceased
☐ Medical*
☐ Personal
☐ Transfer _____ Institution _____

If you separate from the University before the end of the drop period, classes will be dropped from your record. If you separate by the last day of classes, you will receive "WP" or "WF". Earned grades will appear on the student's record if the Registrar receives this petition after the last day of classes.

Instructor: Please assign a grade of "WP" or "WF".

Grade WP/WF	Subj ENG	Subject, Course, Section, CRN (Example): CRSE 101	SECTION 02	CRN 12345	Instructor's Signature

*If separation is due to Medical Reasons: _____
(Signature: College Physician)

My plans for the future are: _____

My local address is: _____

My permanent address is: _____

Student's Signature _____ Date _____

OBTAIN THESE SIGNATURES IN THE ORDER IN WHICH THEY ARE LISTED

(1)	Department Chairperson _____	Date _____
(2)	Dean of your School _____ (Chairperson must insure faculty has signed)	Date _____
(3)	Dean of Women or Men _____	Date _____
(4)	Director University Library _____	Date _____
(5)	Vice President for Business Affairs & Treasurer _____	Date _____
(6)	Provost _____	Date _____
(7)	Financial Aid Director _____	Date _____
(8)	Registrar _____ (Title of Financial Aid Grant or Loan Year \$Amount)	Date _____

Reg. Form 4/08

Copies White: Registrar; Yellow: Business Office; Pink: Student; Goldenrod: Student Affairs

Academic Policies & Regulations

- Minimum standard for a master's or doctoral degree is a 3.0 GPA.
- Incomplete grades must be completed within one semester; if not complete the grade converts to a Z.
- Grades below 'C' carry no credit
- No more than eight (8) hours of grades below 'B' may count towards degree requirements.
- Refer to the Graduate College section of the academic catalog for additional policies and regulations

Veterans Benefit Recipients

- Graduate students using VA Benefits must provide the following documents to the Registrar's Office:
 - Certificate of Eligibility (initial application or upon change)
 - Class Schedule for current semester (every semester)
 - Completed Veteran's Certification Form (every semester)
- Email documents to **vacert@hamptonu.edu**

Student Information

- Official Transcripts:
 - Order online at www.getmytranscript.com
 - Cost: \$10 per copy plus processing fee
- Application for Graduation
 - Submission dates provided by the Graduate College
- The 2025-26 Academic Calendar is found on the HU Main Page

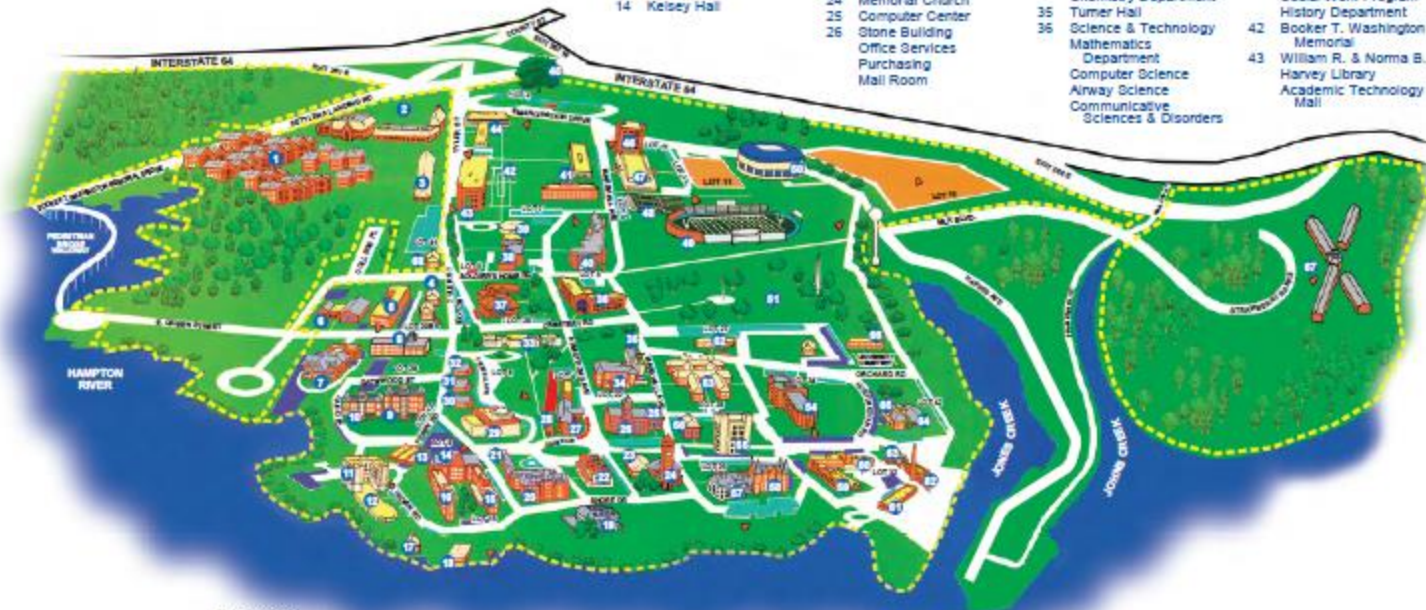
University Map

HAMPTON UNIVERSITY

HAMPTON, VIRGINIA 23668
757-727-5000

KEY FOR VISITORS

- | | | | | |
|--|--|---|--|---|
| 1 Hampton Harbor Apartments | 15 Twitchell Hall | 27 Wigwam Graduate College Career Center | 37 Whipple Barn Admissions Financial Aid Registrar University Police | 44 William Freeman & Fiemme Kittrell Hall School of Nursing School of Pharmacy Emancipation Oak |
| 2 Hampton Harbor Shops | 16 Davidson Hall | 28 Auxiliary Services | 38 Phoenix Hall Department of Education | 45 Olin Engineering Building |
| 3 Health Services | 17 Moorings Hall | 29 Lincoln & Armstrong Shrine | 39 Physical Therapy | 46 Holland Hall |
| 4 Center for Planetary & Atmospheric Science | 18 Katharine House | 30 Huntington Memorial Museum | 40 Eva C. Mitchell Student Center | 47 Athletic Director Health, Physical Education & Recreation Dept. |
| 5 Winona Hall | 19 Mansion House | 31 Trustee House | 41 Martin L. King Hall - Ethel Buckman Hall School of Business | 48 Neilson - Screen Tennis Stadium |
| 6 Thurgood Marshall Hall | 20 Virginia Cleveland Hall | 32 Under Construction | 42 Psychology Department | 49 Armstrong Stadium |
| 7 Scrpps Howard Building | 21 Kennedy Hall | 33 Armstrong Hall English Department | 43 Sociology Department Social Work Program History Department | 50 Convocation Center |
| 8 Holmes Hall | 22 Ogden Hall | 34 Dupont Hall Biology Department Chemistry Department Turner Hall | 44 Booker T. Washington Memorial | 51 Hampton National Cemetery |
| 9 White Hall | 23 Administration Building University President Provost Office of Governmental Relations | 35 Science & Technology Mathematics Department | 45 William R. & Norma B. Harvey Library Academic Technology Mall | 52 Graduate Physics Research Center |
| 10 McGrew Towers | 24 Memorial Church | 36 Computer Science Airway Science Communicative Sciences & Disorders | | 53 Armstrong Slater Counseling Center Human Resources Army R.O.T.C. Art Department Student Support Services |
| 11 McGrew Towers Conference Center | 25 Computer Center | | | 54 Bemis Lab Architecture Department |
| 12 Modulars | 26 Stone Building Office Services Purchasing Mail Room | | | 55 Dubois Hall |
| 13 Kelsey Hall | | | | 56 Clarke Hall |
| | | | | 57 Academy Building Upward Bound Talent Search Naval R.O.T.C. Leadership Institute University Relations Collection Alumni Affairs |
| | | | | 58 Wilder Hall |
| | | | | 59 Moton Hall |
| | | | | 60 Harkness Hall |
| | | | | 61 Marine Science |
| | | | | 62 Steam Plant |
| | | | | 63 Pierce Hall |
| | | | | 64 Maintenance Store Room |
| | | | | 65 James Hall |
| | | | | 66 Roads & Grounds |
| | | | | 67 The Villas At Strawberry Banks |
| | | | | 68 Biomedical Center |



PARKING



CALL BOX LOCATION



CAMPUS PERIMETER

Building Translations

BUILDING TRANSLATIONS

AC	ACADEMY
AG	AGENCY
AR	ARMSTRONG HALL
BE	BEMIS HALL
BU	BUCKMAN HALL
CC	CONVOCATION CENTER
CL	CLARK HALL
DU	DUPONT HALL
EU	FORT EUSTIS
HO	HOLLAND HALL
KI	KITTRELL HALL
LA	LANGLEY
LI	LIBRARY
MK	MARTIN LUTHER KING HALL
MO	FORT MONROE
MS	MARINE SCIENCE
OG	OGDEN HALL
OL	OLIN HALL (ENGINEERING BUILDING)
PH	PHENIX HALL
SC	STUDENT CENTER
SH	SCRIPPS HOWARD BLDG
ST	SCIENCE TECHNOLOGY HALL
TU	TURNER HALL
WF	WILLIAM FREEMAN HALL
WW	WIGWAM

Questions and Answers

