

# Texas A&M University Commerce

## MS Physics with Teaching Emphasis – Fall 2021

Welcome to the Department of Physics & Astronomy. Here is some information that you might find helpful about the MS Physics with Teaching Emphasis (MPTE) program and what & how to register for classes.

### HOW TO REGISTER FOR CLASSES

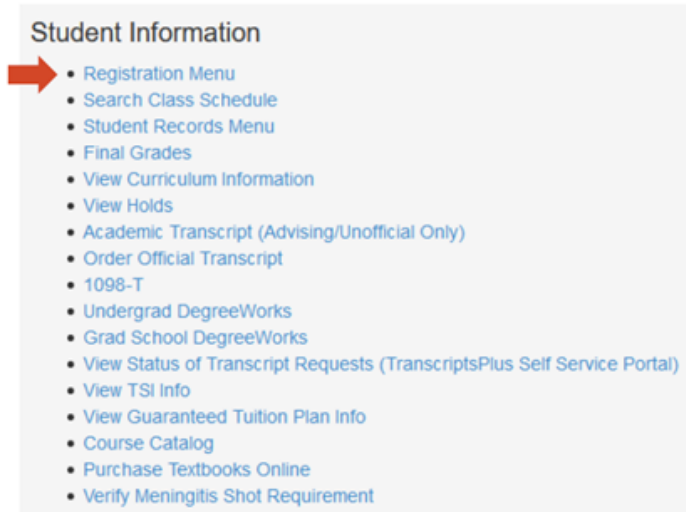
Use the following link to access the graduate-level courses for your program in the schedule of classes. There you will have access to textbooks required, instructor c/v, and syllabi information: <https://appsprod.tamuc.edu/Schedule/Schedule.aspx>. Graduate course numbers are 500-level and above. Below are the instructions for Accepting the Financial Agreement and Registering for courses:

#### Registration

To register in classes, go to the 'Student Resources' tab





Next, select 'Registration Menu'



Select 'Register/Add or Drop Classes'

## Registration

---

-  [Select Term](#)
  - [Register/Add or Drop Classes](#)
  - [Search the Schedule of Classes](#)
  - [Change Class Options](#)
  - [Your Week at a Glance](#)
  - [Your Schedule Detail](#)
  - [Withdrawal Information](#)
  - [Your Registration Status](#)
  - [Active Registration](#)
  - [Your Registration History](#)
  -  [Purchase Textbooks](#)  
[Link to Campus Bookstore](#)
- 

Select a term and then submit:

## Registration Term

---


Select a Term:  

---

**RELEASE: 8.7.1**

Next, enter the CRN (course registration number – five-digit number) in the boxes below and then submit changes:

### Add Classes Worksheet

 **CRNs**

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

---

Select **Class Search** to look for classes if you don't know the CRN or go to page 21 to learn how to find the CRN.

Check with your advisor before registration if you're unsure what to take.

# Financial Responsibility Agreement

This agreement must be accepted each time registration opens. You will be prompted to accept the agreement upon attempting registration.

After reviewing your Financial Responsibility Agreement, check the box at the bottom of the agreement and select 'Continue' to proceed with registration.

## Financial Responsibility Agreement

In the event of registration for any semester or term, every student is required to accept the Texas A&M University-Commerce (TAMUC) Financial Responsibility Agreement - the terms of which follow below. Registration will not be permitted if the agreement is declined.

### TAMUC Financial Responsibility Agreement

Timely agree to pay all University charges (tuition and fees, housing charges, meal plans, or other fees) by one of the three options stated in this agreement.

Payment is due for all term charges according to the deadline stated in the semester calendar.

### PAYMENT OPTIONS

**OPTION 1:** I may choose to pay (and/or use financial aid to pay my balance in FULL) on or before the payment due date established by TAMUC:

- I understand that any change in my class schedule, housing assignment or meal plan option may affect my overall balance due.
- I will pay (and/or use financial aid to pay) the FULL amount due (or prior to the due date as stated in the academic calendar for any changes which serve to increase my balance due to the University).

Failure to pay in full will constitute automatic acceptance of the 4-Payment Installment Payment Option listed under **OPTION 3**.

**OPTION 2: FALL AND SPRING SEMESTERS ONLY** - I may choose to pay my balance on the Installment Payment Option. TAMUC offers a 4-Payment Installment Plan. By doing so I agree:

- to pay (and/or use my financial aid to pay) to cover the required minimum down payment of 30% prior to the payment structure.
- I will pay the remaining installment payments on or before the due dates specified for each installment.
- I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments.
- I also agree to pay the non-refundable payment plan setup fee of \$15.00 at the time of enrollment in the installment payment plan.
- I understand that a 12% fee will be assessed for each installment payment that is late.
- I understand that I can enroll for this option online through MyLMS using the LMS Pay link.
- I acknowledge that Texas A&M University-Commerce has the right to enroll me in the 4-Payment Installment Payment Option should I make the minimum required down payment and processing fee but fail to complete the online enrollment process through LMS Pay.

**OPTION 3: Emergency Tuition Loan (tuition charges only)** - I may choose to borrow through the Emergency Tuition Loan program to defer payment of course charges (tuition and fees) until later in the current semester. Other term charges (housing, meal plan, or other fees) must still be paid in full as an option 1 or put on the installment payment plan (option 2).

- I understand that I must meet the Emergency Tuition Loan eligibility requirements of course enrollment for the current term and have a student account that is good standing.
- I understand that I may be denied an Emergency Tuition Loan if I have any delinquent student account balance or a registration hold issued by financial delinquency (including unpaid parking citations).
- I agree to pay the non-refundable processing fee of \$15.00 at the time of application for the Emergency Tuition Loan.
- I understand that I must enroll for this option online through MyLMS.

I understand that failure to choose a payment option by the payment deadline established by TAMUC will result in a 12% registration late payment fee. I also understand that my classes may be dropped for non-payment.

It is my understanding that should I receive any financial aid (scholarships, federal loans, grants or stipends) prior to the payment due date of the Installment Plan or Emergency Tuition Loan, then those funds will be applied toward my balance owed for the semester and a refund will be issued to me for any credit balance that is available should the applied financial aid be greater than the balance due.

### COMMUNICATION

The University assigned email address is the official method of communication by the Student Accounts Office. I acknowledge that every responsibility to check and manage my student email account so that important information can be received. Billing statements are available online and real-time account information is available through LMS Pay. I understand that failure to review my online account information or billing statements does not constitute a valid excuse for not paying a bill on a timely manner.

I understand that failure to meet the terms of this agreement may result in Texas A&M University-Commerce to (1) refuse subsequent registration for any classes and/or drop current classes, and (2) withhold grades, diplomas, or transcripts from being received until all unpaid balances and other collections have been paid in full.

Check this box to indicate that you have read and understand the Financial Responsibility Agreement above and agree to the terms and conditions.

(Please check the box above, then press the CONTINUE button to proceed to registration.)