Registration PIN Holds

To remove your “Registration PIN” Hold, please follow the directions below:
- Login to eSIS so that it comes up to your Student Center.
- You will see your “Holds” listed on the top right-hand-corner.

Click the Details link get more information about your holds

Once you have visited with your advisor and obtained your Registration PIN, you can navigate to enter your Registration PIN 2 ways:

1. By using the the drop down menu select ‘Registration PIN’:

   Select ‘Registration PIN’ from the list and click the “GO”

Make sure that you click the button to get to the Registration PIN page.

http://www.uwrf.edu/esis/Tutorials/esispin.php
You will need your Registration PIN that you received from your advisor:

**Personal Identification Number**

The majority of undergraduate students are required to see their advisor prior to Fall and Spring registration. To determine if you need to see your advisor prior to registration, access the "Holds" link on the Student Center page. If there is a Registration PIN hold, you must contact your advisor to obtain your Registration PIN.

Steps for Registration PIN entry:
1) See your advisor. Obtain your Registration PIN
2) Once you’ve obtained your Registration PIN, enter it below and click 'SAVE'.

For added security, the number will appear as asterisks.

PIN

Enter your PIN you received from your Advisor, then click ‘SAVE’

Once you enter the number (which is protected by asterisks****) you will receive a message that says it was successful.

**Personal Identification Number**

Save Confirmation

The Save was successful.

OK

After clicking OK, it will bring you back to the Registration PIN page, **Do Not enter the PIN again**, just select 'Student Center' then 'GO'.
You are returned back to your Student Center and your Registration PIN Hold has been removed:

Congratulations, you have successfully removed your Registration PIN Hold!!