How to Complete the Required Registration Actions Task
First you are going to login to your accesSPoint, and you will be taken to this screen. You are then going to click on the Tasks tile.
From here you will click To Do List, then Required Registration Actions for Summer/Fall (or whatever term you are going into).
You will be taken to this page which starts the task. After reading the Introduction you will continue to the next step by clicking the next button.
In Step 2 you will confirm which email you prefer and the phone number you prefer. After that, you will press the Confirm button, and then a Next button will appear. Click on that to be taken to the next step.
In Step 3 you will check to make sure your addresses are correct. After that you will press the Confirm and again a Next button will appear. You will click on that to be taken to the next step.
In Step 4 you will either add your Emergency Contacts, or if you have them added, you will check to make sure they are correct. After that, you will click the Confirm button, then Next to be taken to the next step.
Step 5 - You will read through the Financial Agreement. After reading through, you will click the "I agree to the terms of this agreement" button, then click Next.
Step 6 - You will read through the Credit Agreement. After reading through this, you will click the "I agree to the terms of this agreement" button, and Next.
This is your last step! You will now click the Submit button and then you will be taken back to the Tasks tile.
Once you get back to the Tasks tile, you will see that the Required Registration Actions has been removed. You have now successfully completed the Required Registration Action!