

BANNER FREQUENTLY ASKED QUESTIONS

Where does a student get help registering?

Whichard Building (Welcome Desk), located in the main hallway of the building, at 328-6524.

How do I change or declare a student's major or minor in Banner?

Fill out the new **change of major/minor form** and have students bring it to 105 Whichard Building. Forms are available on the Office of the Registrar's website, www.ecu.edu/registrar/. Change requests can be made by advisors and academic departments via email to Regis@ecu.edu.

How are Advisors changed or assigned in Banner?

Each advising center and academic department has staff members trained to change and assign advisors in the Banner system. All modifications to advisors are processed in the Internet Native Banner (INB) system.

What forms are needed for Banner?

All processing forms are located on the Office of the Registrar's website, www.ecu.edu/registrar/. These have been updated to reflect the Banner system changes. Forms can also be accessed on the Advising website at: www.ecu.edu/advising/.

How are Grade Replacements processed in Banner?

Grade Replacements are processed in a student's academic history and are done in INB (Internet Native Banner). All grade replacements will be processed by the Office of the Registrar's staff and can be turned into 105 Whichard Building. Requests may also be sent to regis@ecu.edu.

What other capabilities do students have in the Banner system?

Banner is about more than registration. These other capabilities will be accessible by students:

- Financial Aid Information
- Cashier Account Information
- Degree Audit system

Where can I view Banner tutorials?

Go to the Office of the Registrar website, under Banner FAQ's, www.ecu.edu/registrar/.

Is there training offered on Banner during the year?

Training is offered throughout the year. Check on OneStop, under Faculty and Staff Training for current offerings. Inquiries can be sent to Regis@ecu.edu.

Will there be additional training offered in Banner during the year?

Training will be offered throughout the year as each Banner area becomes operational. Keep watching for Banner updates to be sent from the Office of the Registrar. Inquiries can be sent to Regis@ecu.edu.

Where can I ask other Banner Questions?

Send additional Banner questions to Regis@ecu.edu.