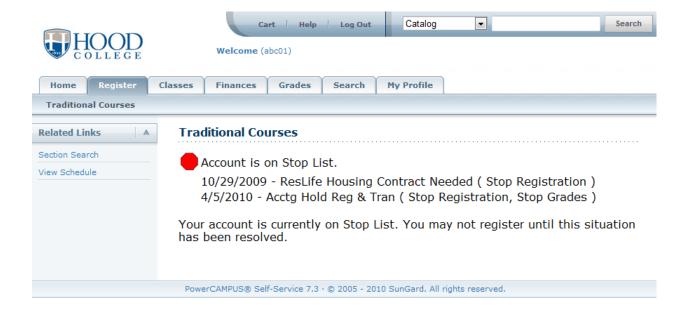
RESOLVING A HOLD ON YOUR STUDENT ACCOUNT

Check Self-Service to see if you have any "holds" placed on your account

- 1. Log-in to Self-Service
- 2. Select the **Register** tab
- 3. Select Traditional Courses
- 4. Look for red STOP sign and codes
- 5. Contact the office responsible for placing the hold and make arrangements to fulfill your obligations and have your hold released before you attempt to register for courses.



STOP CODE	CONTACT DEPARTMENT	PHONE NUMBER	EMAIL
Acctg Hold Reg & Tran	Accounting Office	(301) 696-3607	accounting@hood.edu
Disciplinary Hold	Resident Life	(301) 696-3577	residencelife@hood.edu
Res Life Gen Hold	Residence Life	(301) 696-3577	residencelife@hood.edu
Res Life Housing Contract Needed	Residence Life	(301) 696-3577	residencelife@hood.edu
Req Course(s)	Residence Life	(301) 696-3577	residencelife@hood.edu
UG F1 VISA	International Student Services	(301) 696-3811	pdso@hood.edu
UG Immunization Hold	Wellness Center	(301) 696-8374	cevallost@hood.edu
UG 2 or More Inc	Registrar's Office	(301) 696-3616	registrar@hood.edu
UG See Dean of Students	Dean's Office	(301) 696-3573	owhite@hood.edu eylerm@hood.edu
Library Obligation	Library	(301) 696-3909	No emails-please call to resolve
Financial Aid Direct Loan	Financial Aid	(301) 696-3411	finaid@hood.edu
Grad F1 Visa	International Student Services	(301) 696-3811	pdso@hood.edu
Graduate International	Graduate School	(301) 696-3600	gofurther@hood.edu
Graduate No Transcript	Graduate School	(301) 696-3600	gofurther@hood.edu