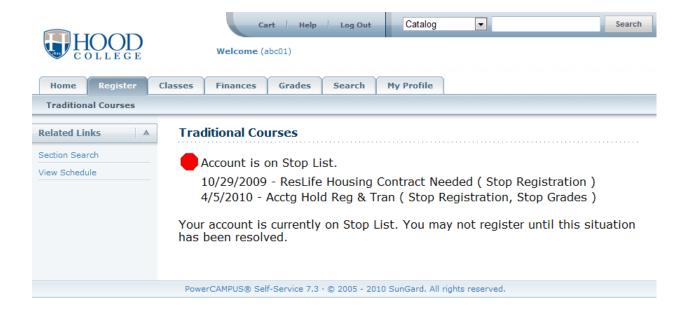
## RESOLVING A HOLD ON YOUR STUDENT ACCOUNT

## 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
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	Registrar's Office	(301) 696-3616	hoodgrad@hood.edu
Graduate No Transcript	Registrar's Office	(301) 696-3616	hoodgrad@hood.edu
Grad Pet for Readmit	Registrar's Office	(301) 696-3616	hoodgrad@hood.edu
New Grad Adm Req	Registrar's Office	(301) 696-3616	hoodgrad@hood.edu
EAP 500	Registrar's Office	(301) 696-3616	hoodgrad@hood.edu
Assault Prevention	Graduate School	(301) 696-3600	gofurther@hood.edu
Grad Fluency	Graduate School	(301) 696-3600	gofurther@hood.edu