

How to Look Up a Time Ticket

To find a time ticket for any student, go to <http://banner.uncw.edu> (Banner) and input your username and password. Type in SFARGRP and then input the student's Banner ID (850 number). Once the student's name comes up, push tab and input the semester in which the student will be registering (i.e. 201710 for fall 2016).

Push Next Block in the top menu (or CTL-Page Down). The time ticket will be displayed under the heading of Begin Date. Check the Begin Time Column to find the exact time on the date.

How to Look Up a Registration PIN

To find a Registration PIN for any student, go to <http://banner.uncw.edu> (Banner) and input your username and password. Type in SPAAPIN and input the semester in which the student will be registering (i.e. 201710 for fall 2016). Push tab to enter the student's Banner ID (850 number). Once the student's name comes up, push Next Block in the top menu (or CTL-Page Down). The Registration PIN will be displayed under the Alternate PIN column.

How to Find Student Contact Information

To find contact information for any student, go to <http://banner.uncw.edu> (Banner) and input your username and password. Type in SPAIDEN and then input the student's Banner ID (850 number). Push Next Block in the top menu (or CTL-Page Down). For Address, click on the Address Tab. For Telephone numbers, click on the Telephone Tab and for Email, click on the E-mail tab. This screen has all contact information a student has ever entered, which may or may not contain current contact information. We suggest contacting students only by the phone number that are checked as primary.