Instructions for:

Checking Registration Status and Time

Registering for a Course(s)

Waitlisting for a Course

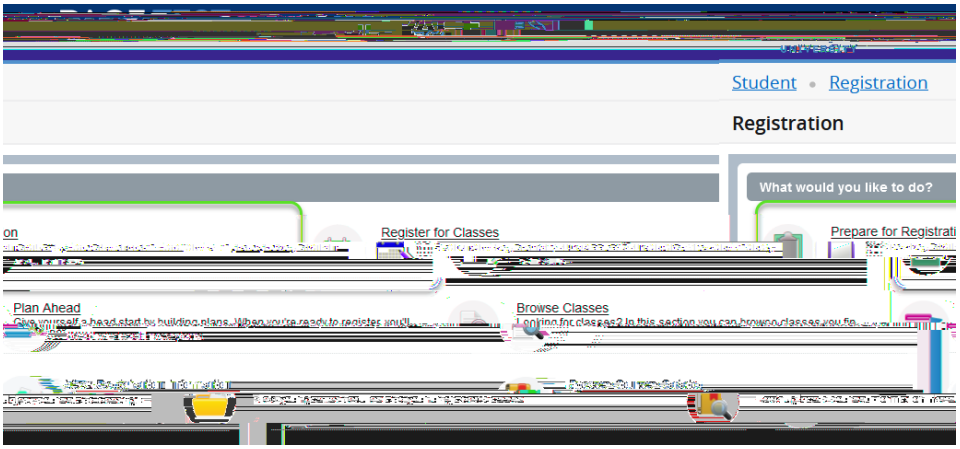
Dropping/Withdrawing for a Course

Course Schedule Review

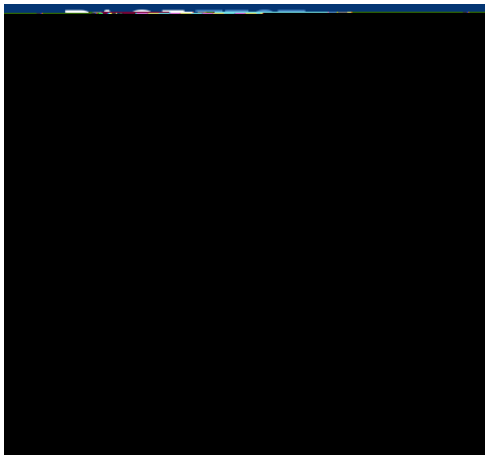
Checking Registration Status and Time

Please review and follow the steps below to check your registration status and registration time.

Step 1:



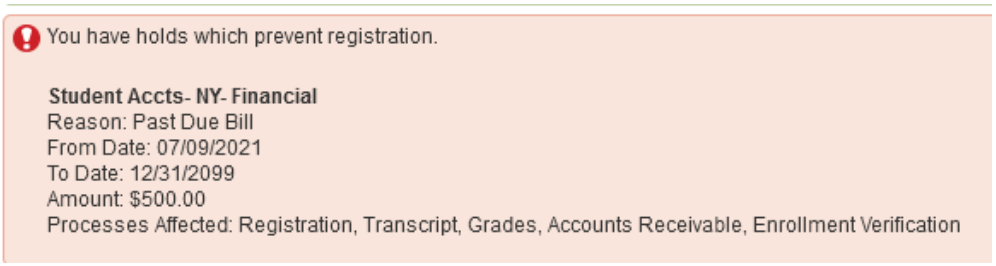
Step 2: Select the term you are checking your Registration status for from the available options:



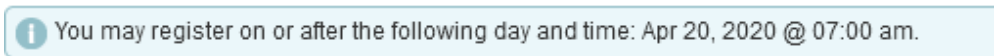
Step 3 A page containing your Registration status information will open. Here you can see if / hold prevents you from doing so.

Please note:

Any holds or statuses preventing registration will be highlighted



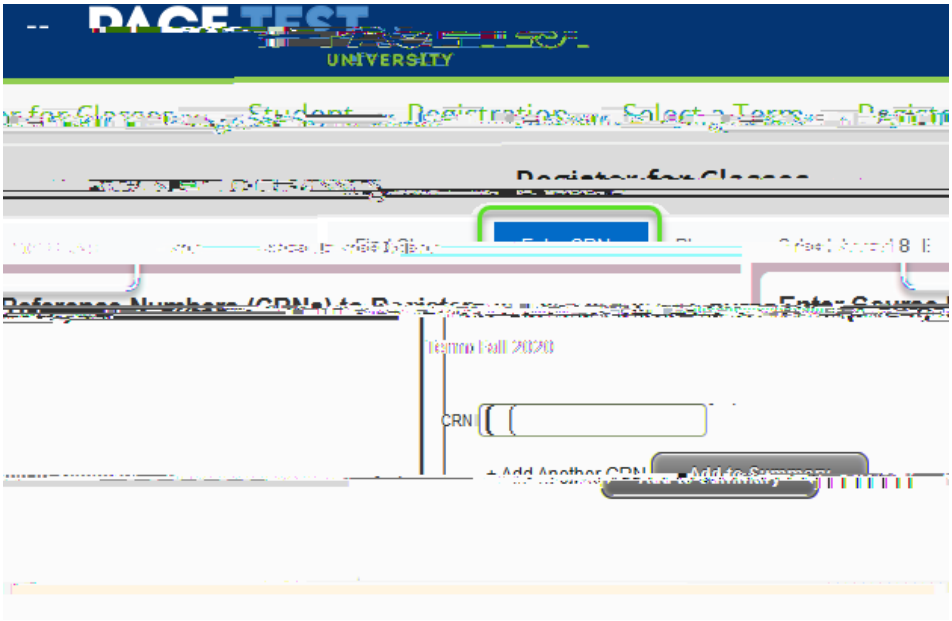
registration date and time for time-ticketed Registration here:



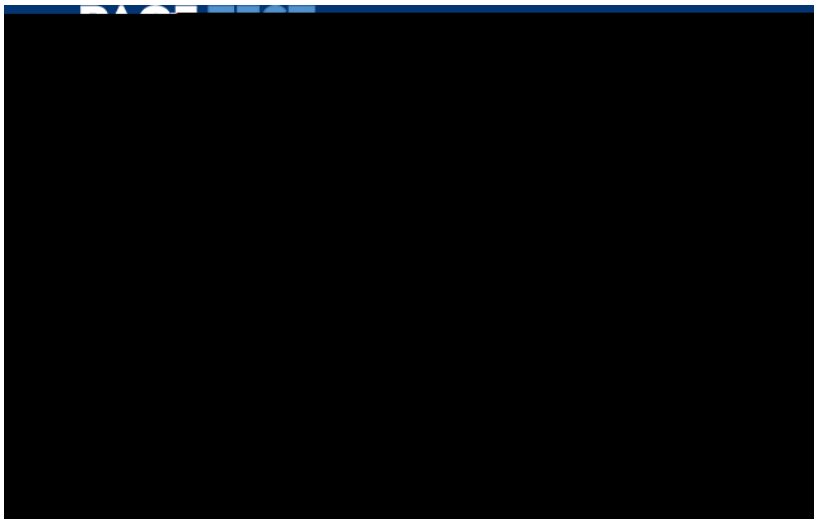
Step 3: There are two ways to enter or find the courses you are registering for.

Know the CRNs:

If you already have the for the courses you want to register for, click the tab.



Action 1: the course.
Action 2: Click the text to add more slots if necessary
Action 3: Once all the CRNs are added, click the button

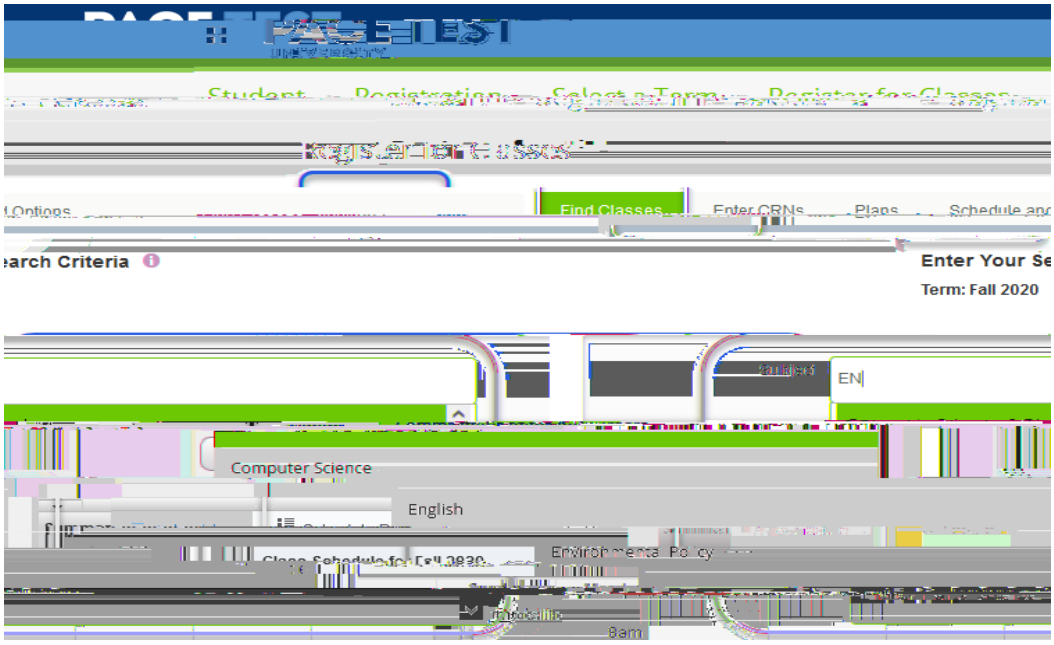


Finding the CRNs for your Courses

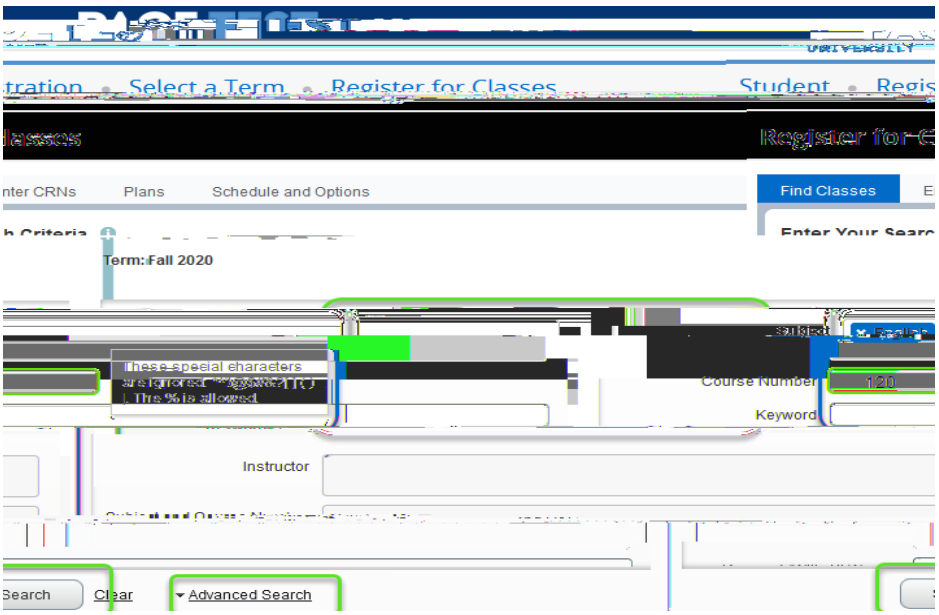
Action 1:

looking (ex. English or Biology)

Action 2: You can type in the whole name or choose one from the list of Subjects that will populate.



Action 3: Add a Course Number (ex. 101) or leave blank to search for all Course Numbers for a selected subject. Click the button to continue.



Action 4:

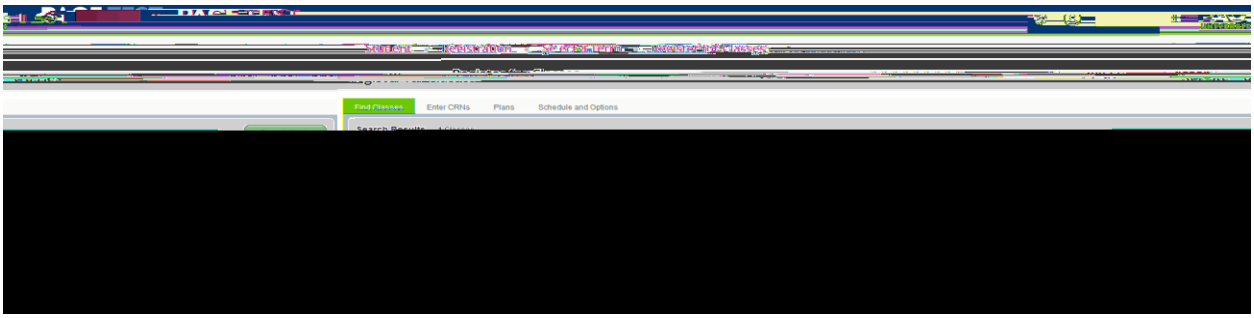
Action 6: is processed, the Courses you added

Waitlisting for a Course

If a class for which you re trying to register is full and there are no more seats left, you can now put yourself on the Waitlist for it.

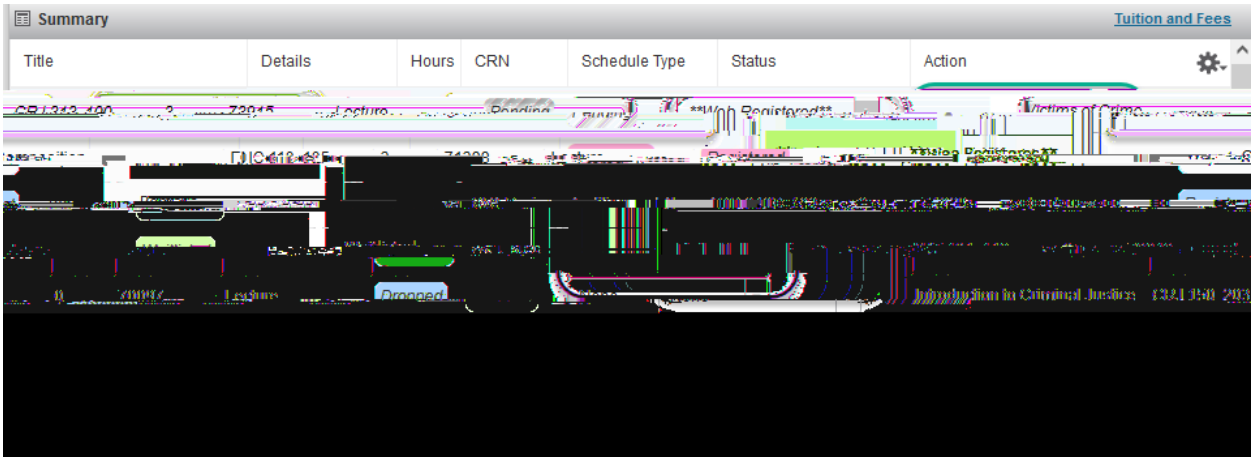
Step 1: Check to see how many Waitlist spots are available in the Status column

Step 2: Click the Add Button

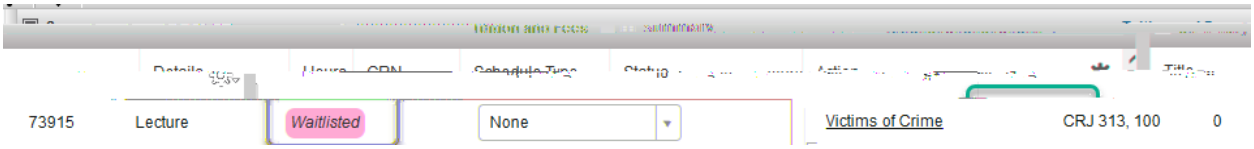


Step 3: In the Summary menu find the class you just added and click the dropdown menu in the Action column.

Step 4: Select Waitlisted option and click the Submit button.



You are now on the Waitlist for the course!



Registering for Waitlisted Course once you get notified

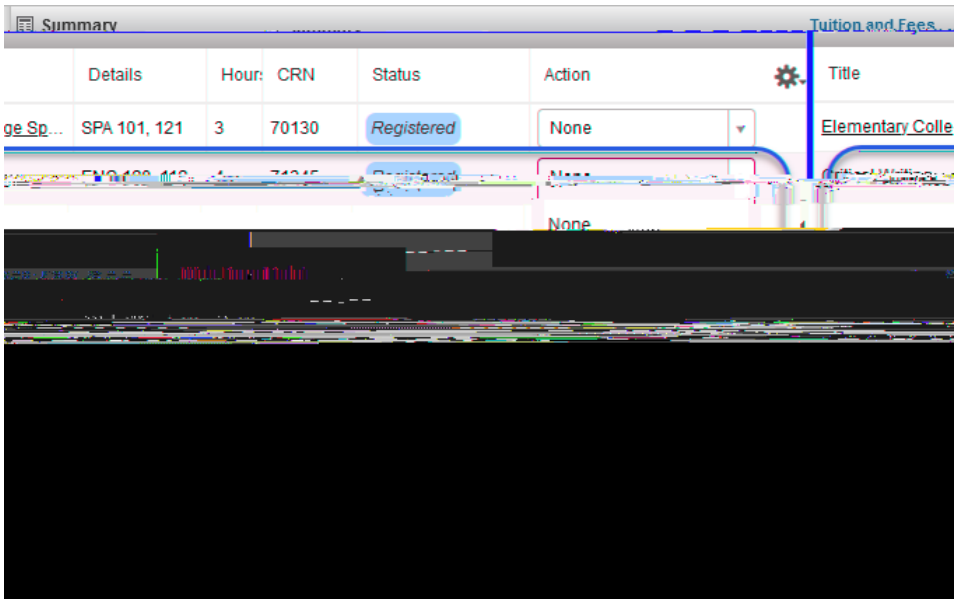
If another student drops this course, a spot will open up and the first person on the Waitlist will be notified via their

Dropping/Withdrawing from a Course

Please review and follow the instructions below to Drop or Withdraw from a Course.

Step 1: From the Register for Classes page select the term the course you are dropping is registered for. This will bring you to the Schedule Summary screen. Click on the Action button next to the Course and select the available/appropriate action.

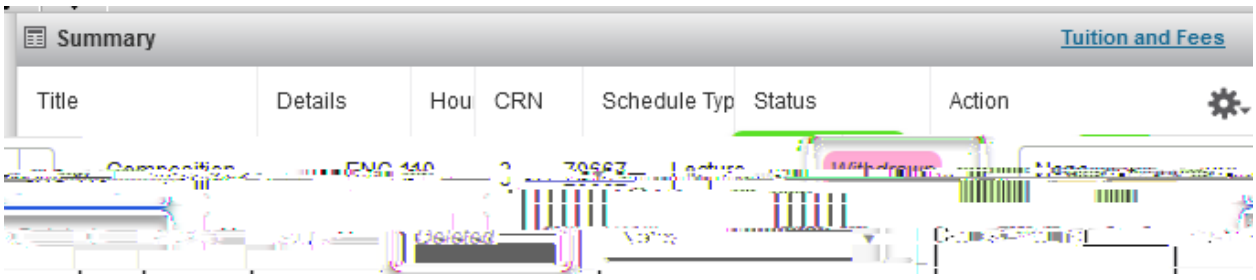
Step 2 Click the to process the request.



Please Note:

is processed, web-withdrawn courses

Web-
when you refresh your session.

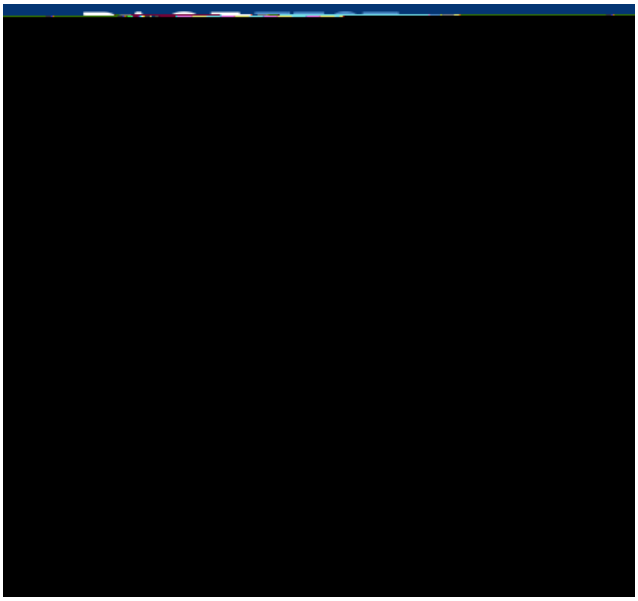


Course Schedule Review

Please use the following steps to review the Courses for which you already registered.

Step 1: Register for Classes

Step 2: Select the term in which you would like to review the Course Schedule.



Step 3