Enhanced Enrollment: Registering Smarter

A Guided Tour

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What will this do for me?

You can now:

- Add courses directly from your planner.
- Search **only** lecture/lab pairings that fit your schedule.
- Plan courses around extracurricular activities and work.
- Search for **open** courses that meet your specific GEP requirements.

It seems like a lot to take in…

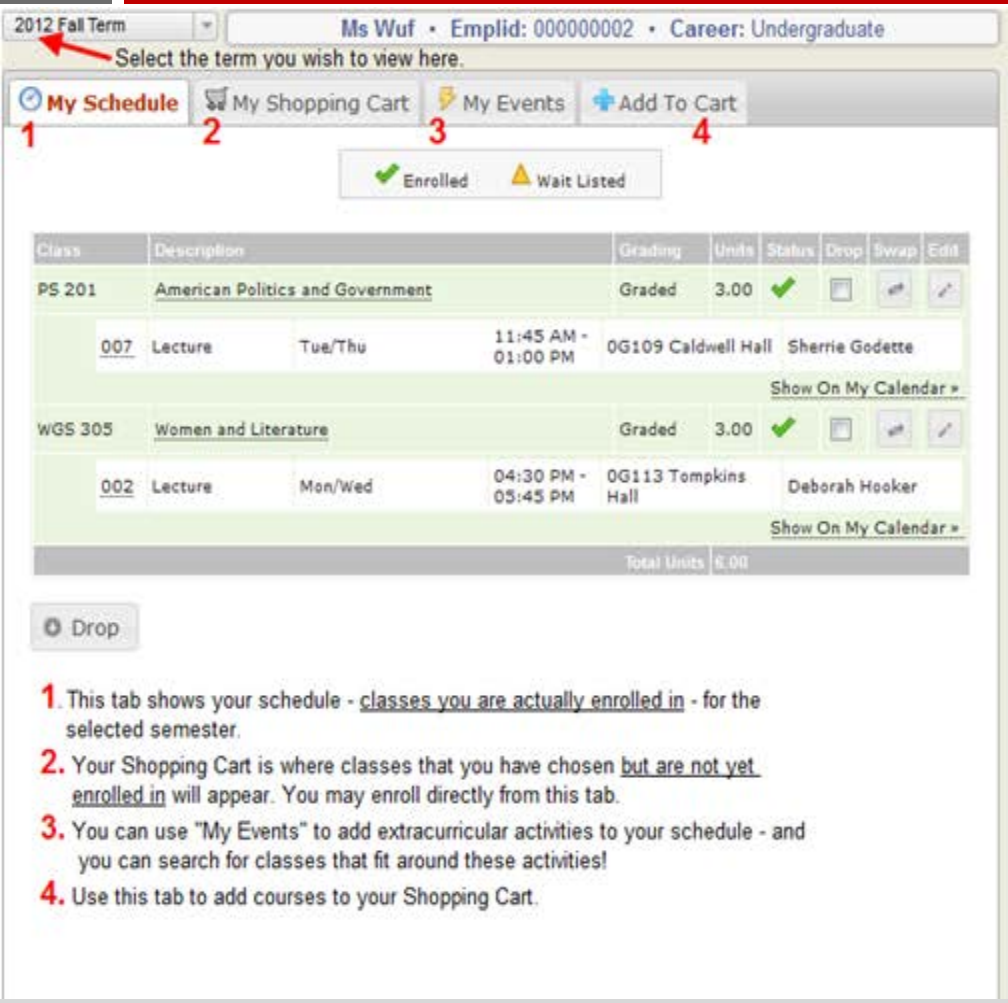
Don’t panic!

This isn’t a *brief* tutorial because we want you to know about all of the features designed to make your life easier.

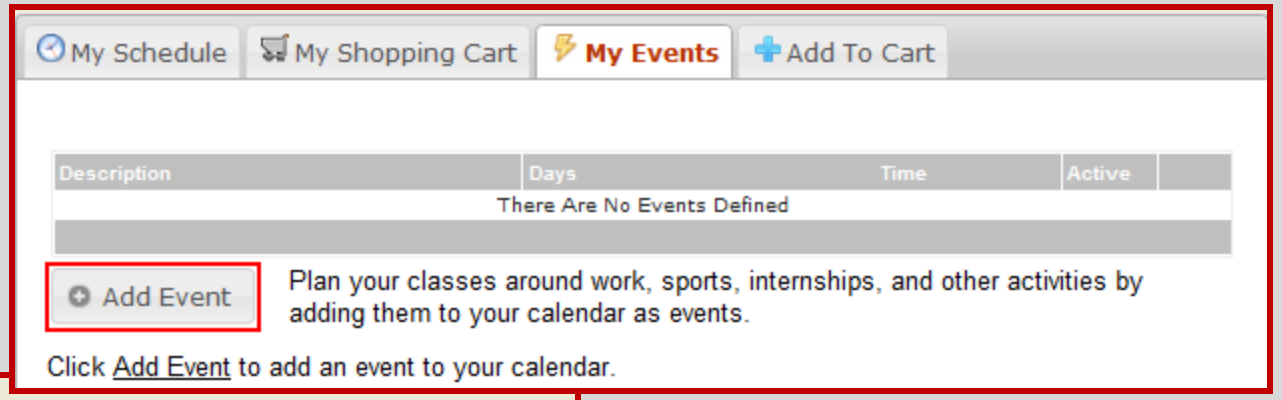
The truth is, you may not need each and every one of these features each time you enroll – but they’re there for you if you do.

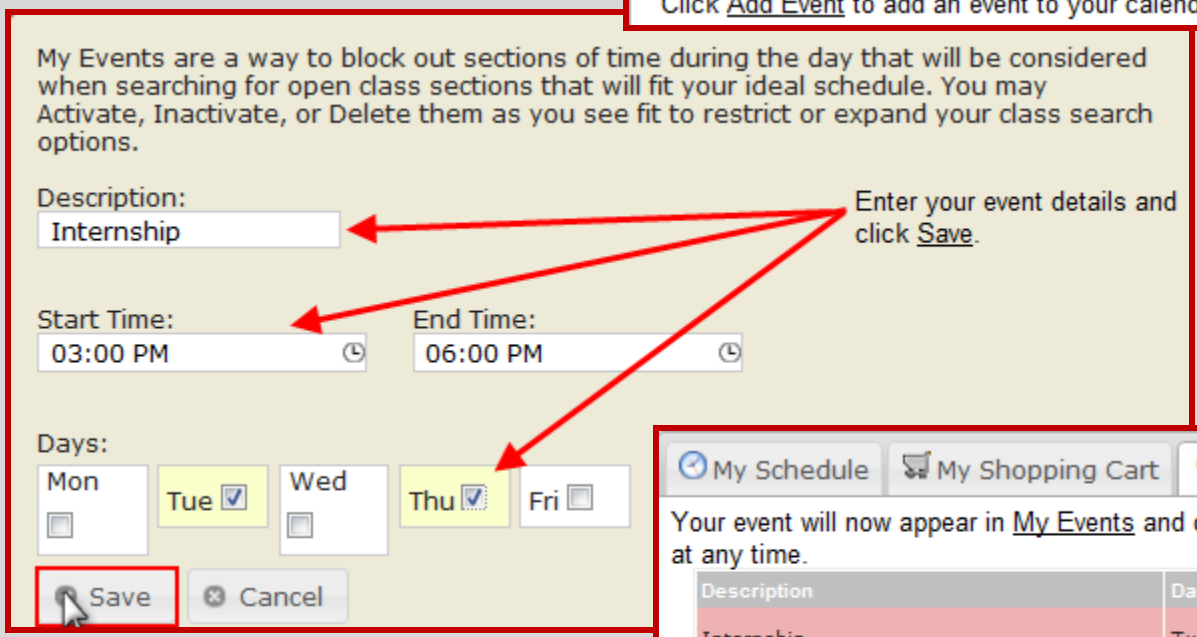
Feel free to jump right in and check back here if you have issues!

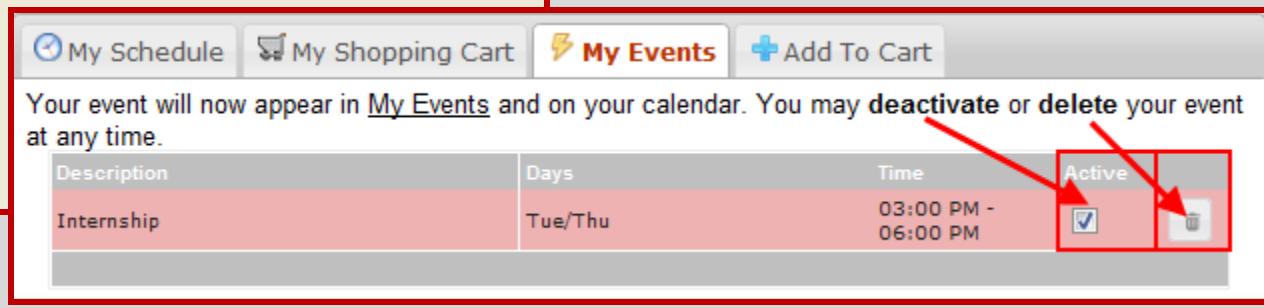
Navigating Enrollment



Adding Events to Your Calendar



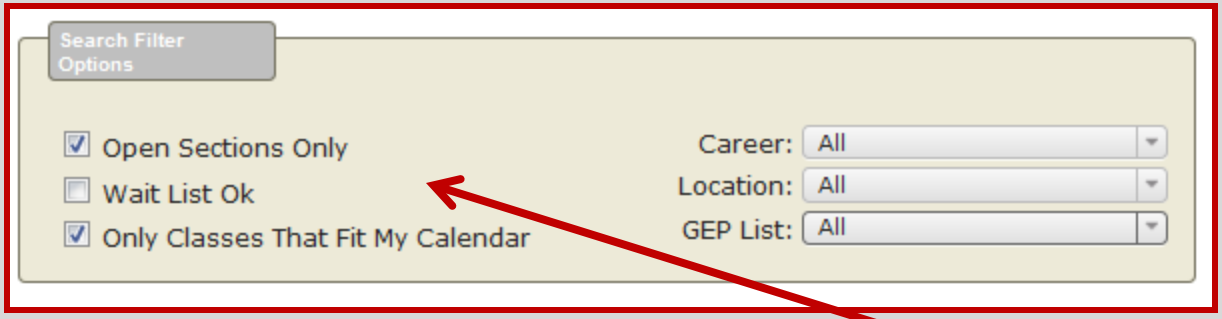




Searching Smarter

When you search for classes, you have several filter options to help make the process more efficient.

You can use these filters when choosing classes from your planner, your required courses, or class search.

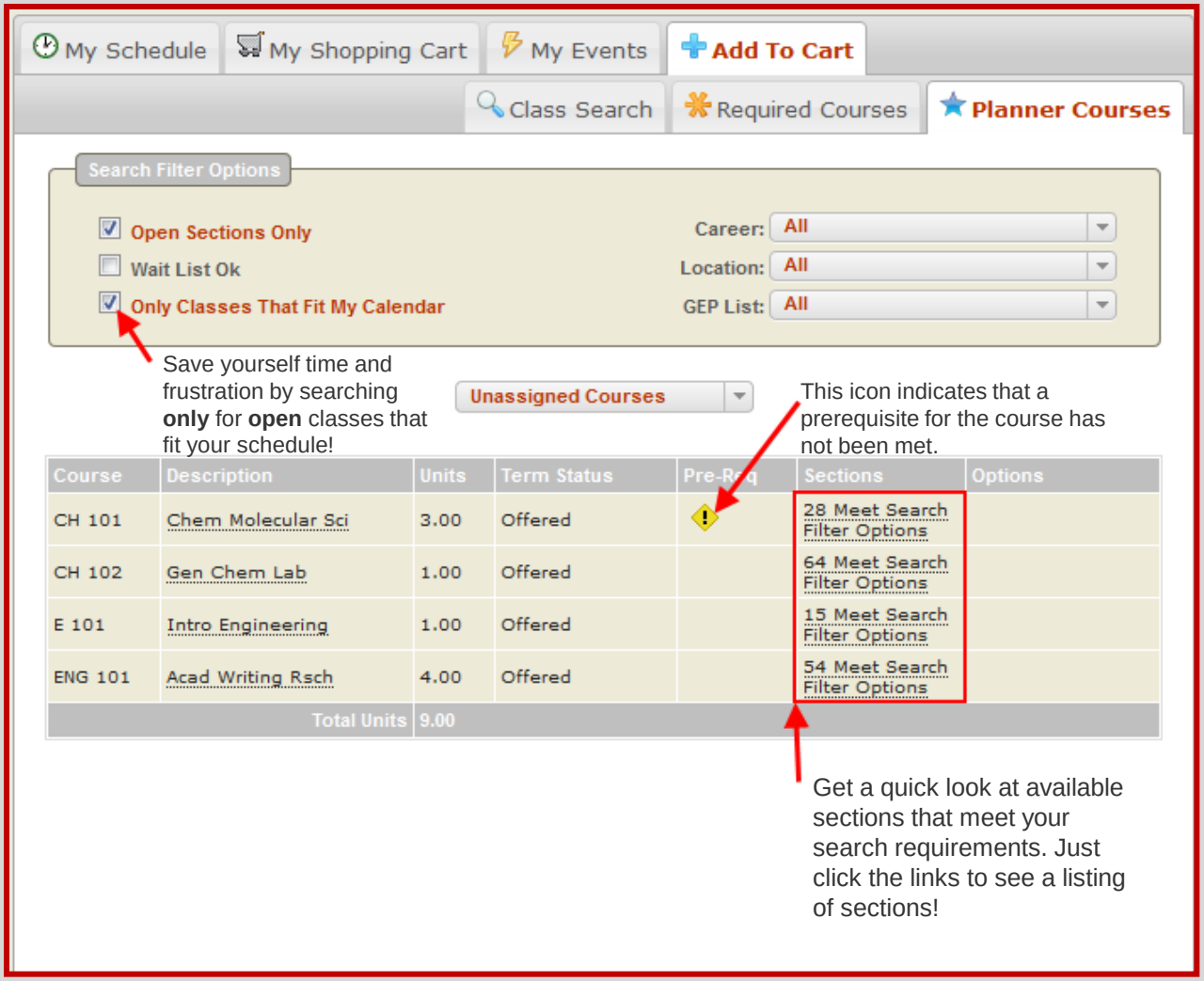


- Use the checkboxes to expand or limit your options.
- **Career:** Restrict your results to Graduate, Undergraduate, or Ag Institute courses only.
- **Location**: Restrict results by location of the classes.
- **GEP List**: Restrict results by GEP requirements. See **only** those courses that fulfill a particular GEP requirement.

Choosing Classes: From Planner

There are several ways to add courses to your shopping cart.

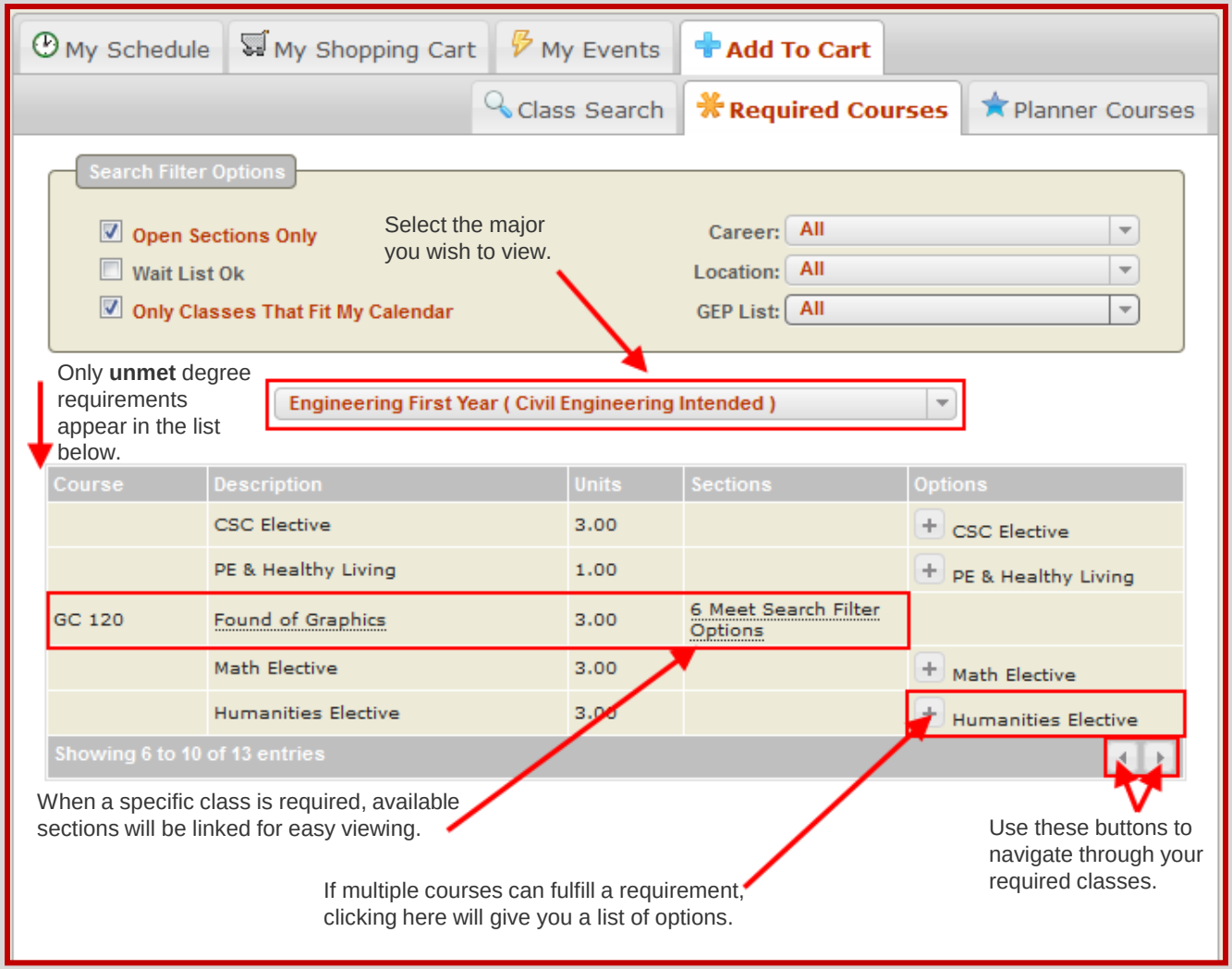
Adding courses directly from your planner is a great way to make sure you're staying on track!



Choosing Classes: Required Courses

If you're stuck for a class to fill out your schedule, try planning by Required Courses!

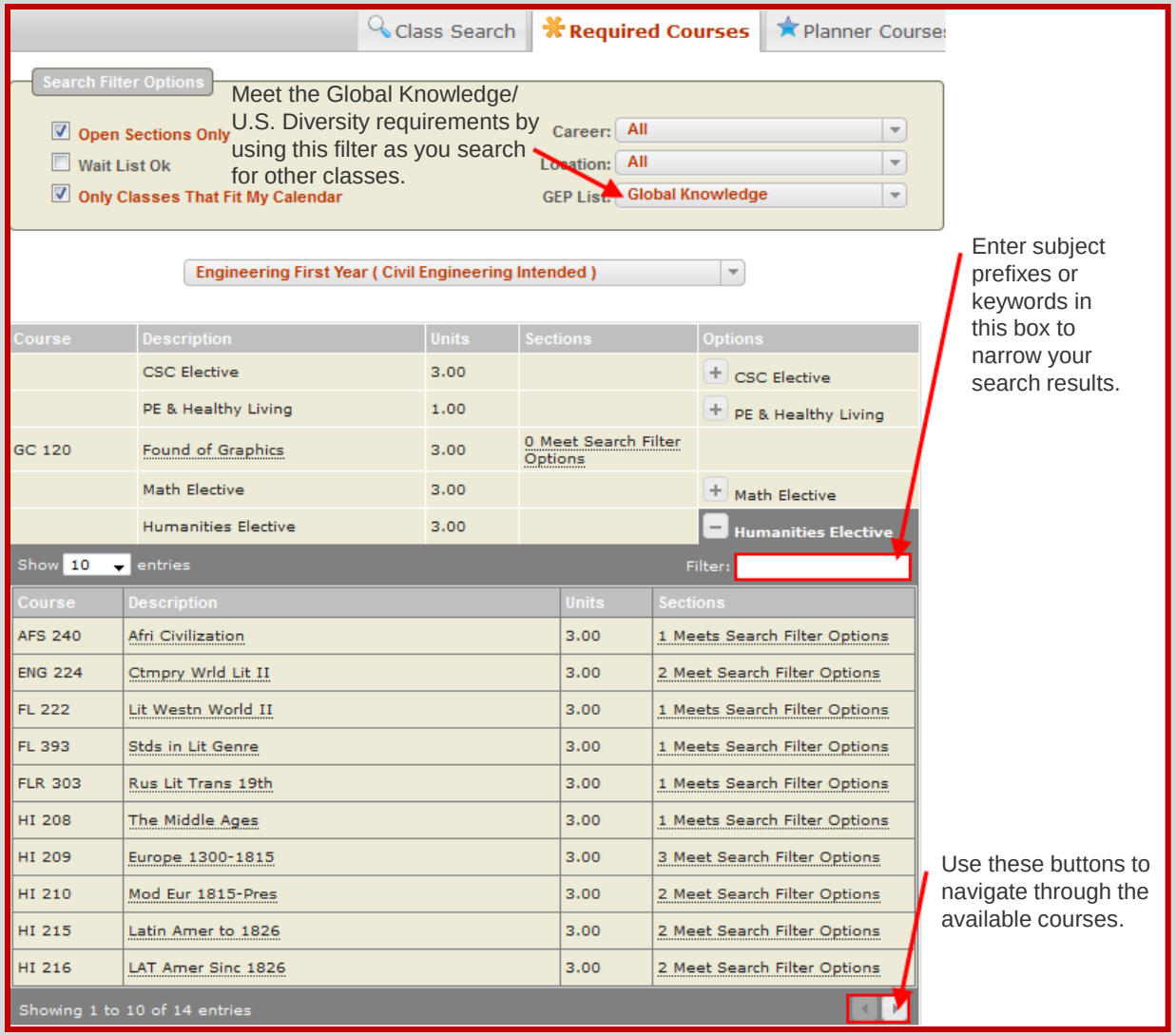
You'll be sure that the courses you choose are meeting your degree requirements and helping you towards graduation!



Required Courses, continued.

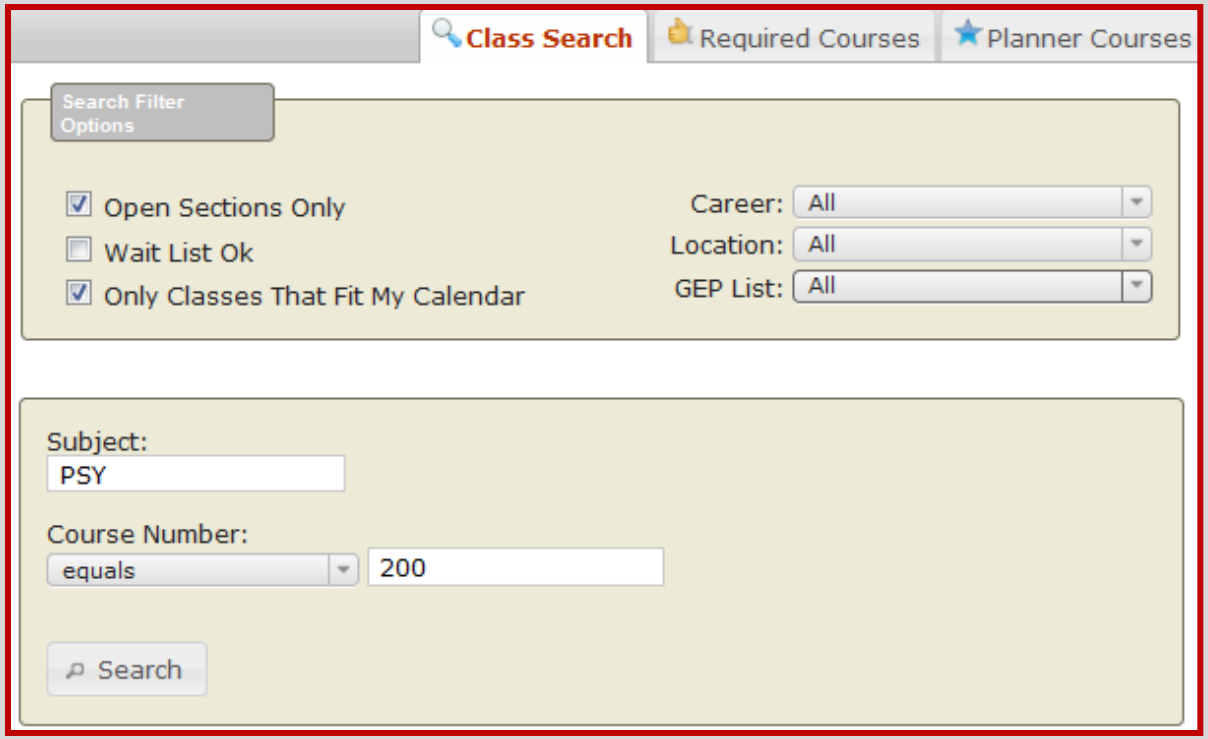
Did You Know?

Only sections for which you meet the prerequisite/ requirements will be shown in your Required Courses



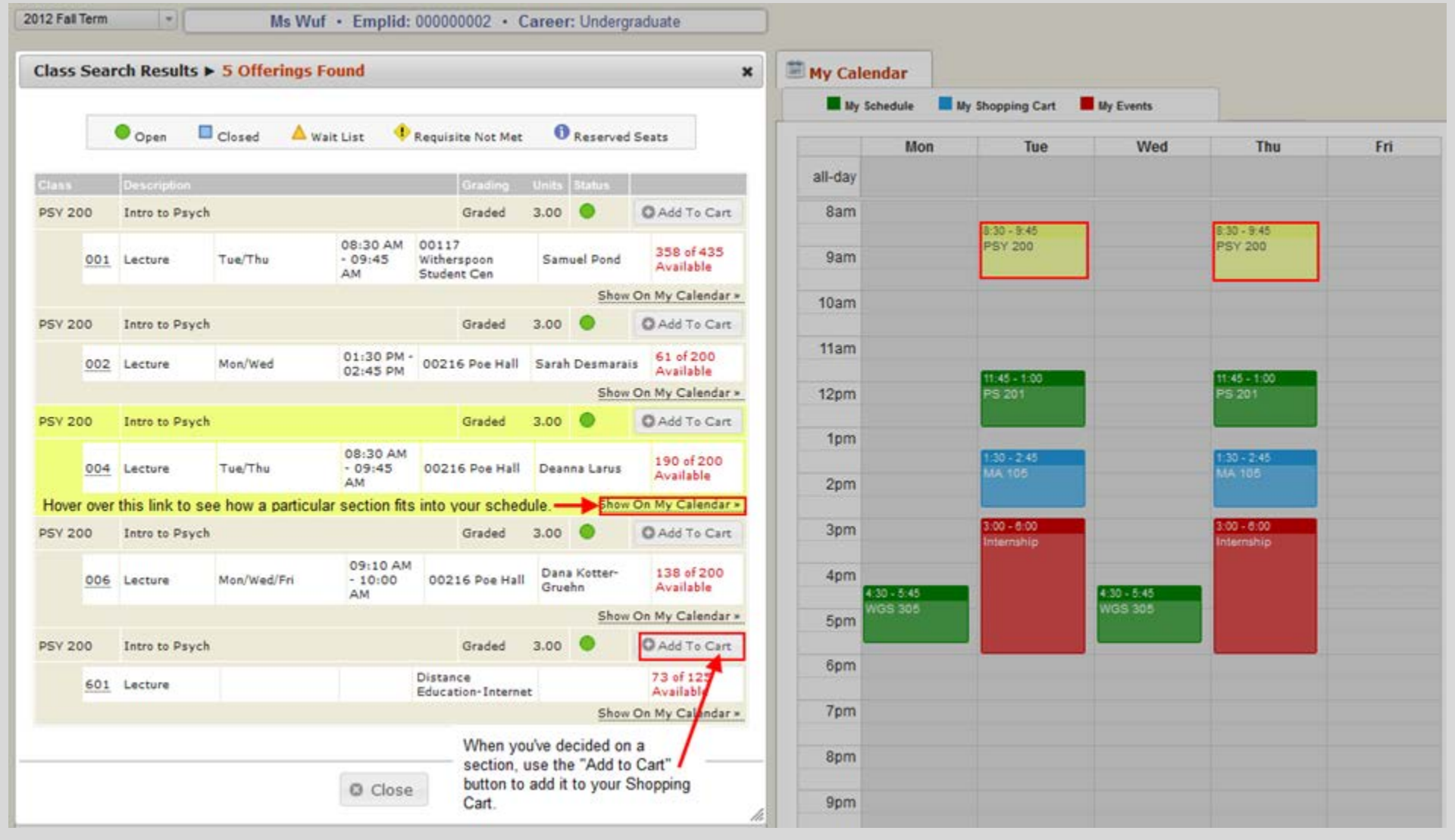
Choosing Classes: Class Search

Of course, if you know the exact class you want, you can use the Class Search tab to find it.



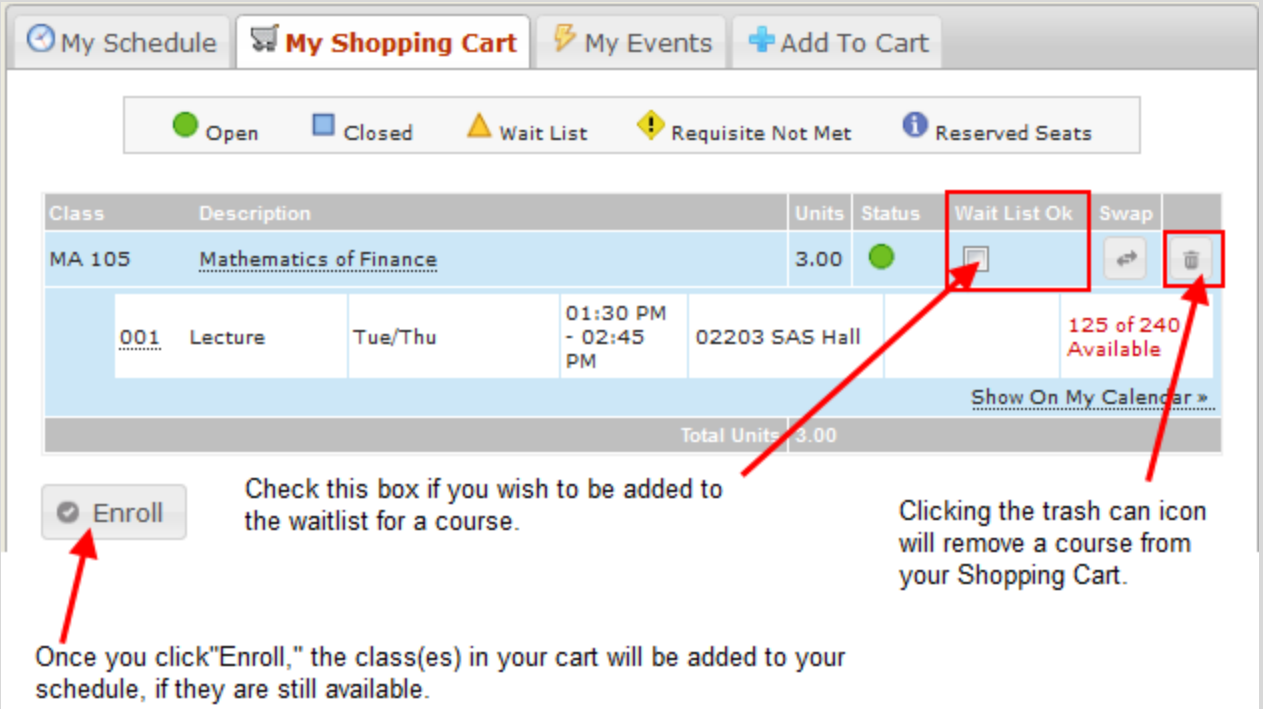
Once you've chosen a course, you'll need to find a section and add it to your Shopping Cart…

Adding Classes to Your Cart

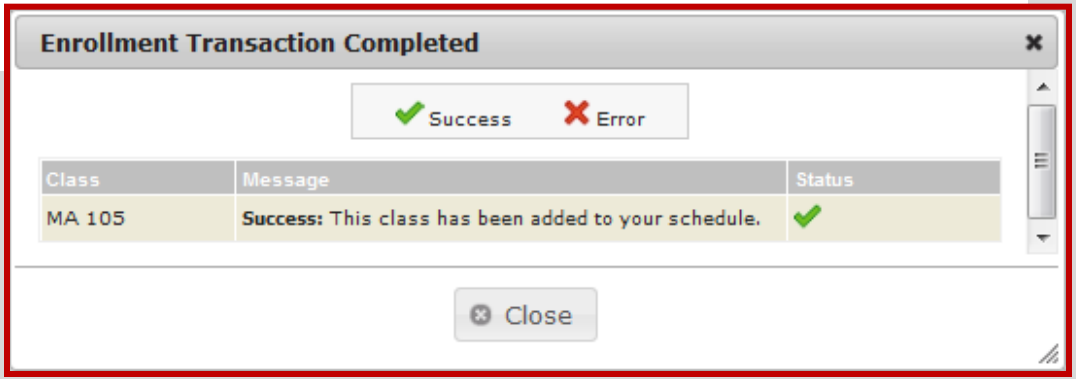


Enrolling from Your Shopping Cart

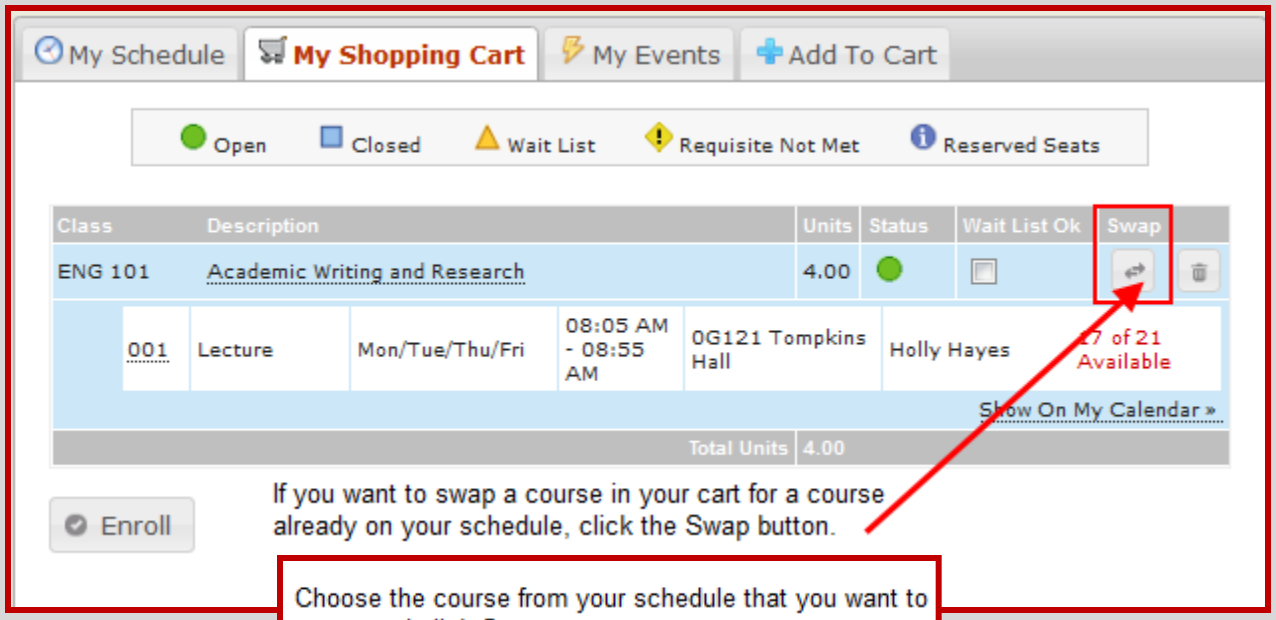
Remember, you are **not enrolled** for the classes in your Shopping Cart!

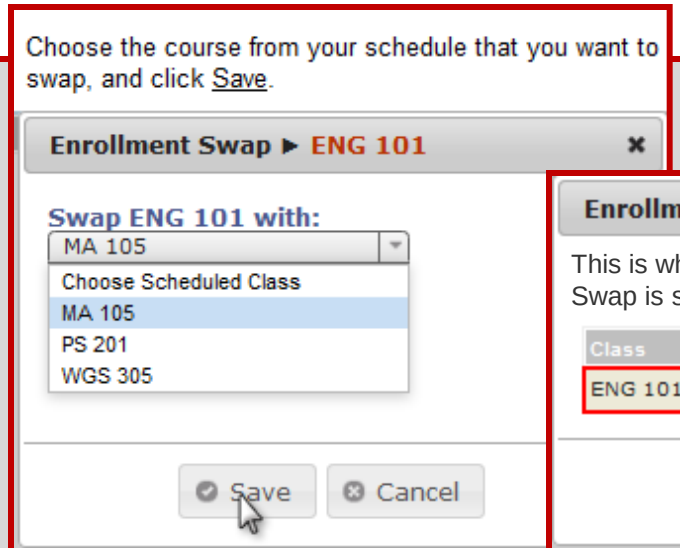


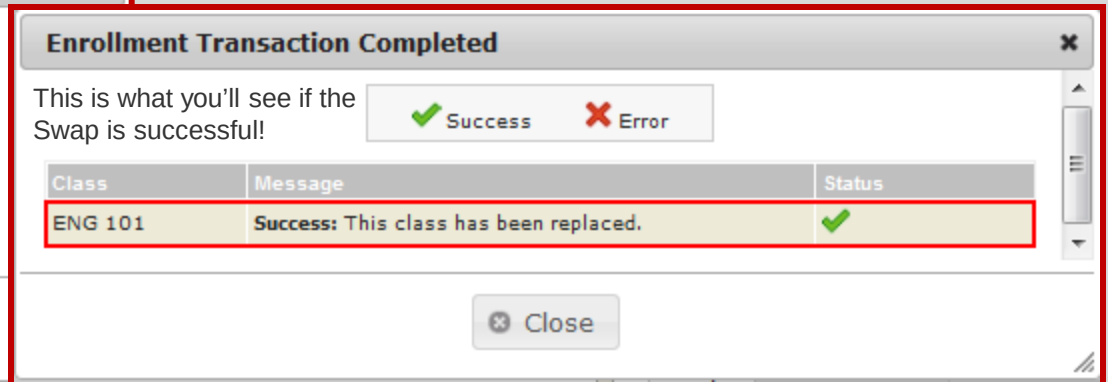
Be sure to click Enroll to add classes to your schedule. You should see this if the enrollment is successful:



How do I Swap?



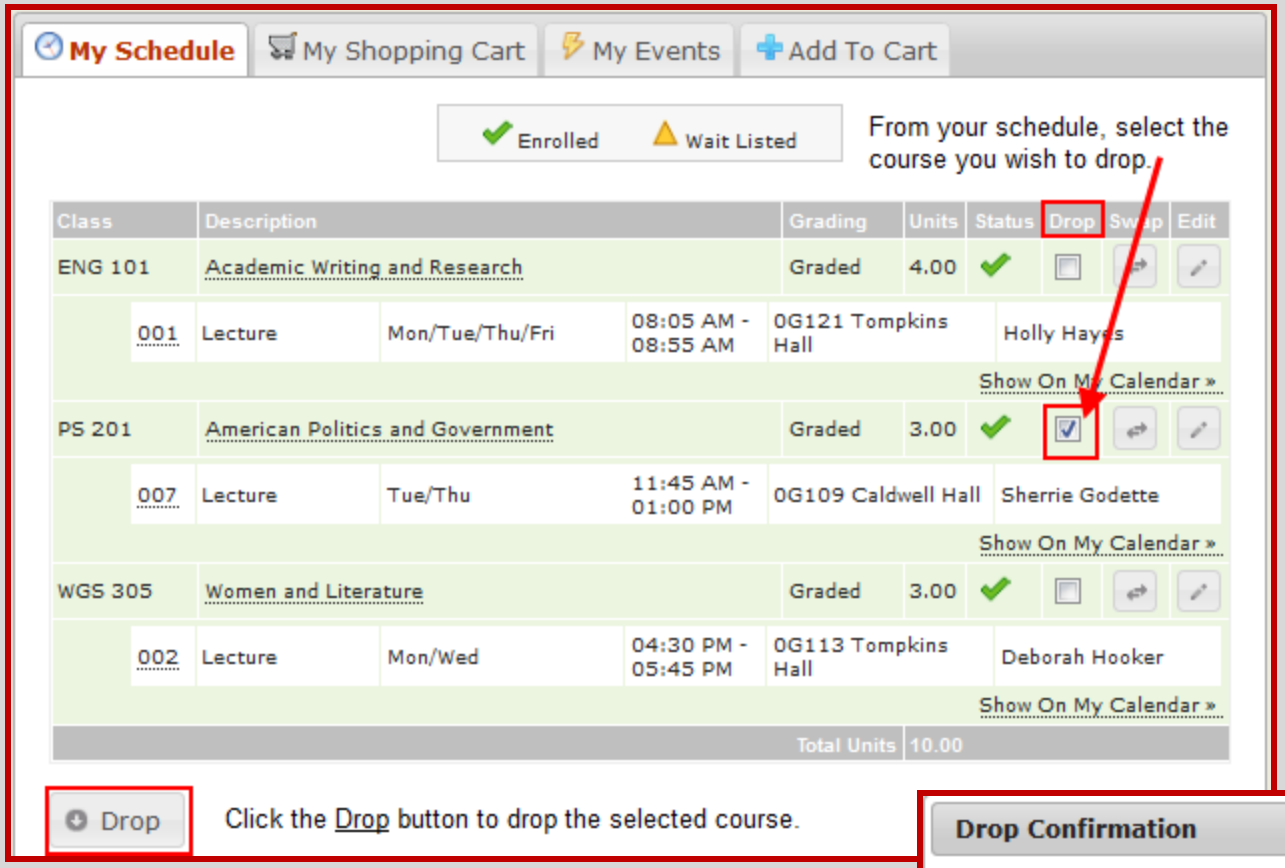


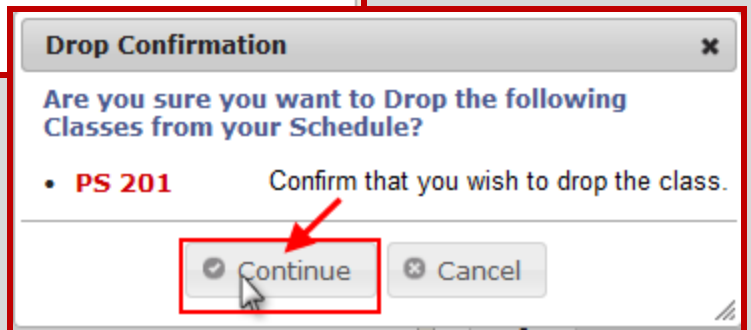


Note:

You can also Swap from My Schedule for a class in your Shopping Cart!

How do I Drop?

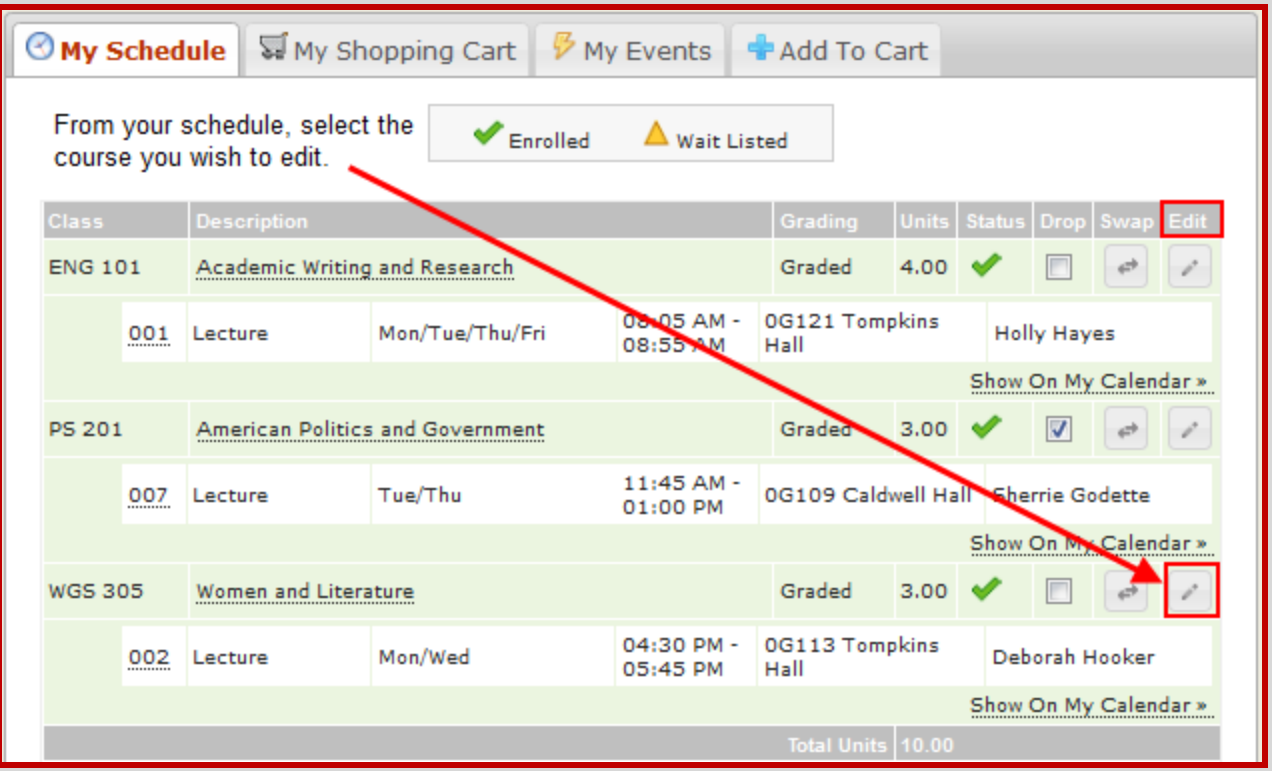




Remember:

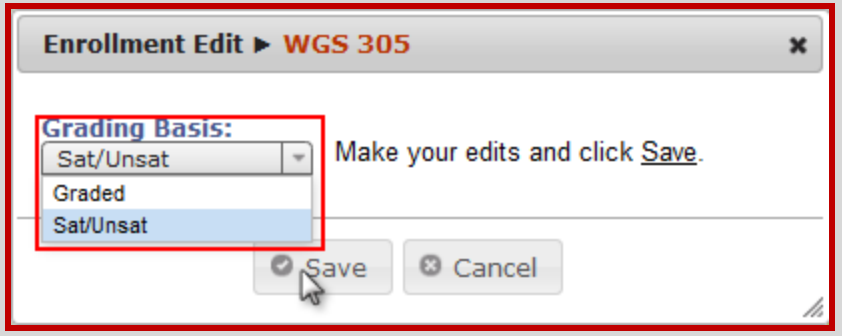
Dropping below full-time status may impact financial aid and/or insurance.

How do I Edit a Course?



Remember:

Courses taken for Credit Only may not meet degree requirements.

Please check with your advisor if you are unsure about whether to change a class to Credit Only.

Editing allows you to change the Grading Basis of a course from Graded to Credit Only