


Add or Drop Classes



- Click **Add or Drop Classes**.
- You will see your current class schedule and the Add Classes Worksheet. If you know the CRNs (Course Reference Numbers) of the courses you wish to add, enter them in the worksheet and click Submit Changes.
- If you would like to look up a class, click **Class Search**. You will be able to search by subject, instructor, day of the week, and class meeting time.

Add or Drop Classes

 To add a class, enter the Course Reference Number in

Current Schedule

Status	Action	CRN	Sub
Registered on Jan 22, 2008		1401	BIO
Registered on Jan 22, 2008		1412	CIS
Cancelled Course on Jan 24, 2008		1402	BIO
Web Registered on Mar 13, 2008		1464	ACC

Total Credit Hours: 7.000
Billing Hours: 7.000
Maximum Hours: 19.000
Date: Mar 13, 2008 12:25 pm

Add Classes Worksheet

CRNs			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Add or Drop Classes



- When you find a class you wish to register for, click the checkbox next to it's name. You may check off multiple courses.
- When you are finished, choose **Register** to add selected courses immediately to your schedule, or **Add to Worksheet** if you have more courses to search for.
- IMPORTANT:** If you are taking a class that has a lab component, remember that you must register for both the lecture AND lab. If you do not register for both, you will be given an error.
- When you are finished adding classes, click **Submit Changes**.
- To drop a class, use the drop-down menu in the "action" column of your schedule. If "drop" is listed, you may drop that course by selecting "drop" and clicking **Submit Changes**.
- Be aware of prerequisites! If you have any difficulty during this process, please contact the Registrar's Office.

<input checked="" type="checkbox"/>	2524	ACC	260	011	D	0.000	INTERNSHIP IN ACCOUNTING	pm TBA	18	0	18
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All results displayed: 31 courses total

Register

Add to WorkSheet

Class Search

