

Help with Registration Screens

- Log in when prompted.
- Your **Course Wishlist** will be displayed with the courses you previously added. If your **Course Wishlist** is empty you will need to add courses to the list before proceeding.
 - Click **'Add courses to your Course Wishlist'** at the top of the screen.
 - Select the subject from the pull down menu. You can use other search criteria to narrow the results if you choose. Click **'Search for Courses'** at the bottom of the screen.

Search for Courses

Before you can register for a course you need to add it to your **Course Wishlist**. Think of it as a holding place for all the different courses you want to remember. Below is the search form you can use to find your courses.

To search, fill out at least one of the **Subject** dropdowns. There are a few other options as well to help limit your search.

Includes Courses Requiring Consent Includes Closed Courses

Subject	Course Level	Course Number	Section
Select a Subject...	...and/or a Level		

Sections Meeting After Sections Ending Before

Mon Tue Wed Thu Fri Sat Sun

Instructor's Last Name

[Back to My Schedule](#) [Search for Courses](#)

- Click the **'+'** button of the course(s) you want to add and then click **'Add to Wishlist'** at the bottom of the screen. Be sure to include several alternative courses in case your initial choices are closed.

Search Results

Here are the courses we found. Pay close attention to the **Status**, **Time** and **Available/Capacity** columns.

To add one or more courses to your wishlist, click the plus button to the left and choose **Add to Wishlist**.

Select Section(s)	Status	Consent Required	Section Name	Location	Times	Faculty	Available/Capacity	Credits	Course Fee
<input type="checkbox"/>	Open	N	ARTH-103-A Intro Art Hist & Vis Culture	OLIN # 157	Tue, Thu 11:00AM - 12:20PM	B. Kim	9 / 24	3.00	
<input type="checkbox"/>	Open	N	ARTH-103-B Intro Art Hist & Vis Culture	OLIN # 157	Tue, Thu 02:30PM - 03:50PM	J. Bernabe	9 / 24	3.00	
<input type="checkbox"/>	Open	N	ARTH-103-C Intro Art Hist & Vis Culture	OLIN # 157	Mon, Wed 02:30PM - 03:50PM	J. Bernabe	8 / 24	3.00	

[Change Search](#) [Add to Wishlist](#)

- Once your **Course Wishlist** is created, use the **Action** buttons to add a course to your schedule or to remove it from the list. Click on ‘**Save Changes**’ at the bottom of the page and the courses that can successfully be added to your schedule will move to the **Current Schedule** area of the screen.
 - hover over the button for a description of the action

Course Wishlist

Before you can register for a course you need to add it to your **Course Wishlist**. Think of it as a holding place for all the different courses you want to remember. Below is your current CourseWishlist. If it's empty, [add a course!](#)

Use the **Action** buttons to add a course to your schedule below or to remove it from the list.

Action	Semester	Status	Section Name	Location	Times	Faculty	Available/ Capacity	Credits	Course Fee
	Fall Semester, 2010	Open	ARTH-103-A Intro Art Hist & Vis Culture	OLIN # 157	Tue, Thu 11:00AM - 12:20PM	B. Kim	9 / 24	3.00	

If one of my choices is not available: [Add all the other available courses](#)




- To add additional courses to your schedule you must first add them to your **Course Wishlist** by clicking on the ‘**+ Search and Add Courses**’ at the bottom of the screen. Once courses are added to your **Course Wishlist**, you may use the action button to add them to your schedule.




- To drop a course from your schedule, click on the ‘-’ button and then click ‘**Save Changes**’ at the bottom of the screen.

Current Schedule

These are the classes you have registered for. If you need to drop a course, use the **Drop** button to the left of the course and then save your changes.

Drop	Semester	Section Name	Location	Times	Faculty	Credits	Course Fee
	Fall Semester, 2010	ARTS-480-A Senior Studio Art Seminar	CVA # 201	Tue, Thu 07:00PM - 09:00PM	C. Timm-Ballard J. Lincoln	3.00	\$100.00
	Fall Semester, 2010	HIST-237-A The Making of England	MAX # 212	Mon, Tue, Thu 11:00AM - 11:50AM	J. Cotts	4.00	

- An error message will be displayed if a class cannot be added to your schedule. You will need to take the following actions to have such a course added to your schedule:
 - **Co-requisite Course** – add the required co-requisite course to your **Course Wishlist** and then add both courses to your schedule.
 - **Course Prerequisites Incomplete** – contact the instructor for **electronic course consent**. Once you have that consent, contact the Registrar’s Office to have the course added.
 - **Closed Course** - contact the instructor for **electronic course consent**. Once you have that consent, contact the Registrar’s Office to have the course added.
 - **Conflicting Courses** - submit a **Course Conflict Resolution Form**, signed by the instructors of both conflicting courses, to the Registrar’s Office to add the courses.