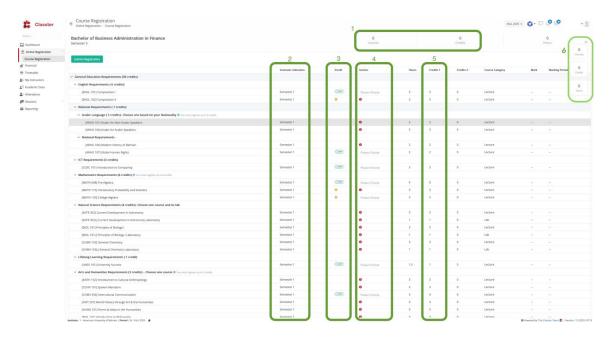
How to Register Courses

This guide explains the key elements of the course registration page and walks you through the registration process step by step.

Understanding the Registration Page:

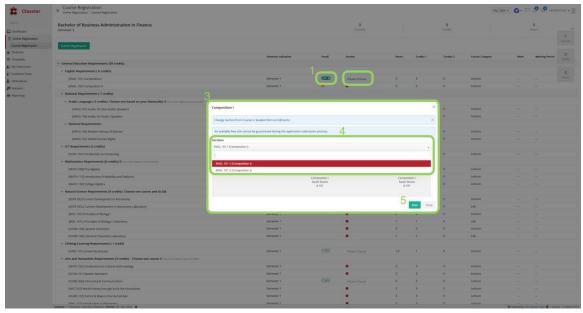


- You will see the number of courses and the total number of credits you have registered for.
- Each course will show the recommended semester in which it should be taken.
- To register for a course, click the toggle next to it.
- After selecting a course, choose the section you wish to enroll in.
- The credit hours for each course are listed in a separate column.
- A summary at the bottom will show the total number of selected courses and credits before submission.

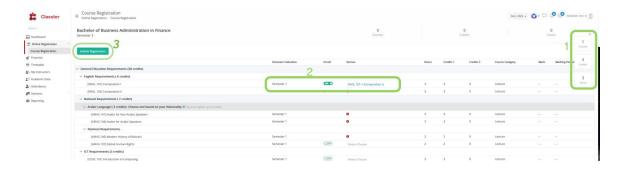
Note:

- In Fall and Spring semesters, you must register for a minimum of 6 credits and a maximum of 18 credits.
- In the Summer semester, the maximum credit limit is 9 credits.

Step-by-Step: Registering for a Course



- 1. Click on the toggle next to the course.
- 2. Click on "Please choose" to select a section.
- 3. A box will appear showing available sections, including time and location.
- 4. Click the section you wish to enroll in.
- 5. Click Save.



After selecting your course (e.g., Composition I), a summary box will appear listing your selected courses before final submission. In this example, the course is recommended for Semester 1, and the student is registering as a new student.

You can continue selecting additional courses. Once you're finished, click Submit.

Common Issues You Can Fix Yourself

1. Exceeding Credit Limits in a Course Category

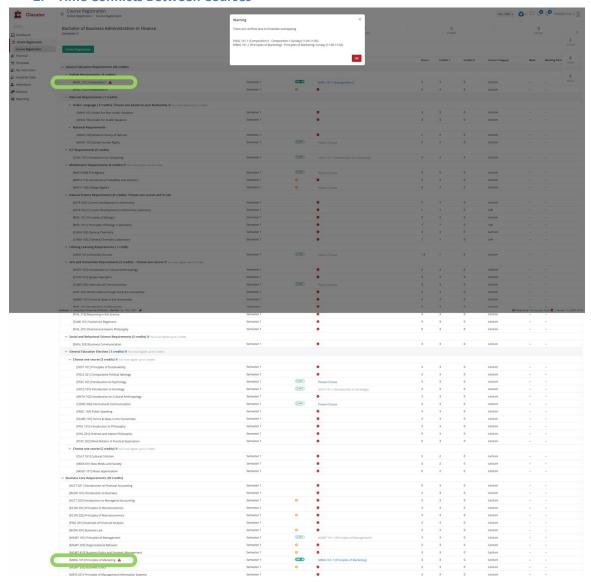


If you try to register for a course in a category where you've already reached the credit limit, a warning will appear.

Example: If the category "General Education Electives" has a 5-credit limit and you try to register more than that, the system will block you.

Solution: Register a course with fewer credits (e.g., 2 credits) so that the total does not exceed the category limit.

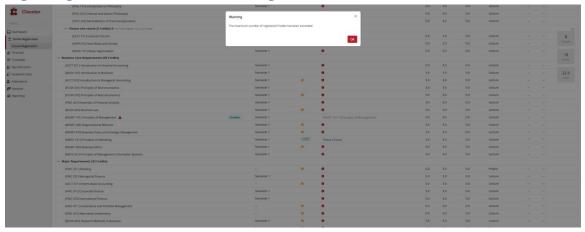
2. Time Conflicts Between Courses



If two selected courses overlap in time, a warning icon will appear beside each conflicting course.

When you attempt to submit, an error message will appear detailing the conflict. Solution: Change the section of one of the conflicting courses so that the schedules no longer overlap.

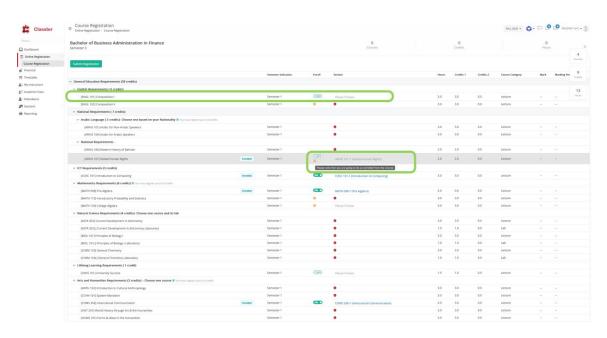
3. Registering Outside the Allowed Credit Range



If you attempt to register for less than 6 credits or more than 18 credits (Fall/Spring), or more than 9 credits (Summer), the system will not allow submission.

Solution: Adjust your course selection by adding or removing courses to stay within the allowed credit range.

What Happens After You Submit?



You can still modify your registration until the end of the online registration period. You may revisit the page to add or drop courses as needed.

For example, Composition I and Global Human Rights were unregistered successfully in one case.