

## How to Register for the 2007/08 School Year

Registration means more than just class selection. It involves all the activities below. It may look confusing and somewhat intimidating, but if you start early it will all fall into place quite easily.

As we are implementing on-line course enrolment, there are some new processes that need to be followed for this fall. The big change is that registration will not occur in the gym. You will visit your advisor in his/her office and enrol in your courses on-line.

Read carefully all the information below so that you can get a “Jumpstart” to a great year at CUC.

### What Needs to be Done

**Financial Approval:** You need to get approved by Student Finance. A payment plan to meet your expenses for the year must be in place.

**Student Services/Forms:** You need to get things done so that you can function on campus. The campus is somewhat of an entity to itself. Just like you have to get a new driver’s license when you move from one province to another, there are things that have to be done to make you a “resident” of the CUC campus.

Things you need to do are:

- Get an ID card. This allows you to borrow books from the Library, eat at the cafeteria, and if you live in the dorm, also serves as the key to your room. Also, the picture used on your ID card becomes the picture for the Student Directory (Faces, known as the Mug Book) and for the Yearbook.
- Get connected to the CUC computer network. Computer services will set you up so that you can have access to the CUC network and get a CUC email account. **Note:** you do not need a CUC network account to use on-line registration. On-line registration uses the World Wide Web. To login to Student Web Services you need your CUC ID number and a PIN. See section on “Using Student Web Services for Registration”.
- Get a campus mailbox.
- Club questionnaire: Fill out this form to identify what interest you may have in joining one of the many clubs/activities on campus.
- Forms that need to be filled out:
  - Travel Assumption of Risk
  - Housing
  - Parking
  - Information Release
  - Student Declaration
- Pick up your “Student Services Information” packet
- Verify your personal information

**Course Pre-booking:** In other words, getting enrolled in classes. You are NOT officially enrolled unless you confirm your enrolment.

**Confirmation of Enrolment:** This is the FINAL stage. ALL of the above must be completed before you can confirm your enrolment. You will do this on Registration day. **Unless you confirm your enrolment by midnight September 5, you will be dropped from classes.**

## When Can you Get it Done

**Financial Approval:** Do this anytime between now and the beginning of school (Sept. 4, 2007). As a matter of fact, how many credits you can enrol in (number of classes) is determined to a large extent by your financial clearance

**Student Services/Forms:** You can do this between now and beginning of school (Sept. 4, 2007) except for picking up the Student Services Information packet. The packet will be available Monday, August 27, 2007.

**Course Pre-booking:** Anytime between now and end of Registration day (Sept. 4, 2007). Remember how many credits you can enrol in (classes) depends on two factors: Financial approval and your academic status. The following are credit limits based on academic status:

- Academic Restriction Level 1: 10 credits maximum
- Academic Restriction Level 2: 13 credits maximum
- Regular standing: 16 credits

To enrol for more than 16 credits you must have a Cumulative Grade Point Average of 3.0 or more. You must have permission of the Registrar as well. 1<sup>st</sup> year students are limited to 16 credits in their first semester.

**Confirmation of Enrolment:** This can only be done Sept. 4 to Sept. 5 on-line. For those arriving late for some reason, Confirmation of Enrolment can only be done at Registrar Services. Remember, you are not officially enrolled in courses unless you confirm your enrolment.

## How Can You Get it Done

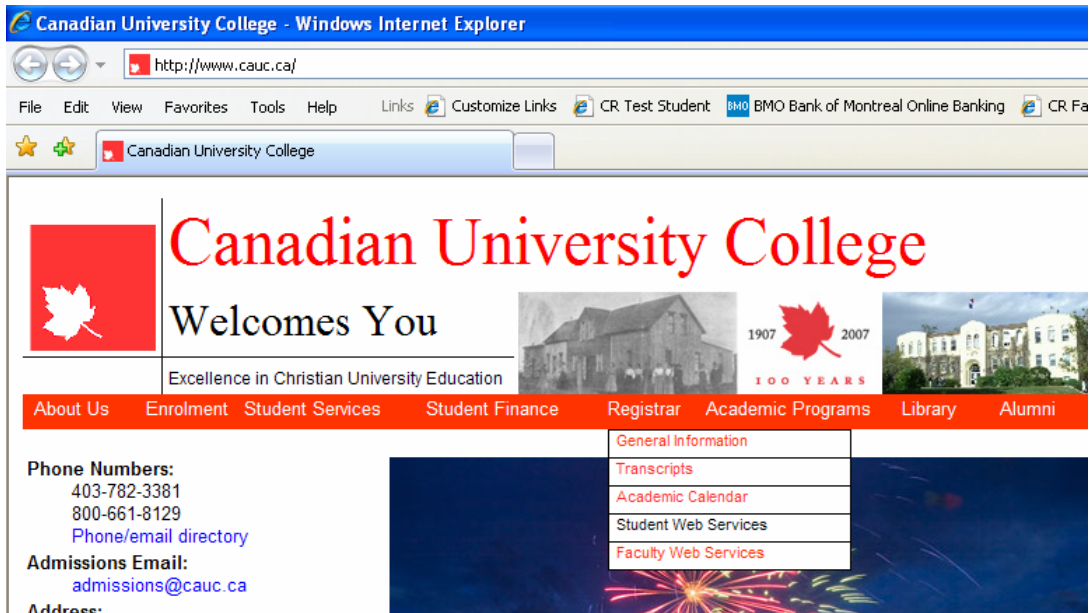
**Financial Approval:** You may do this in two ways:

1. Visit Student Finance located in the ground floor of the Administration building.
2. If starting before Registration Day, email Student Finance at [sfo@cauc.ca](mailto:sfo@cauc.ca). Request finance forms for the 2007/08 school year.

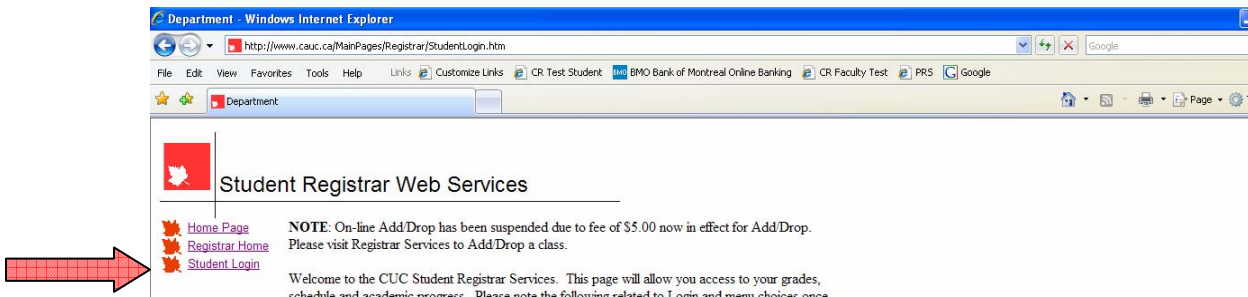
**Student Services/Forms, Course Enrolment:** Most can be done on-line through the World Wide Web. For some, such as ID card, you must be on campus. See the following for a step by step use of Student Web Services to enrol in course and get Student Services/Forms completed.

## Using Student Web Services for Registration

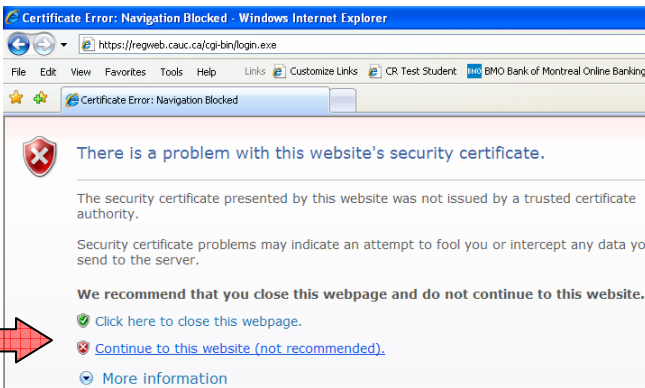
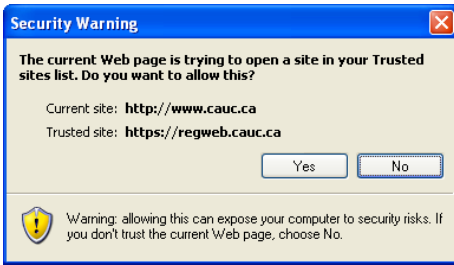
1. Go to [www.cauc.ca](http://www.cauc.ca). Click on Registrar then click on Student Web Services.



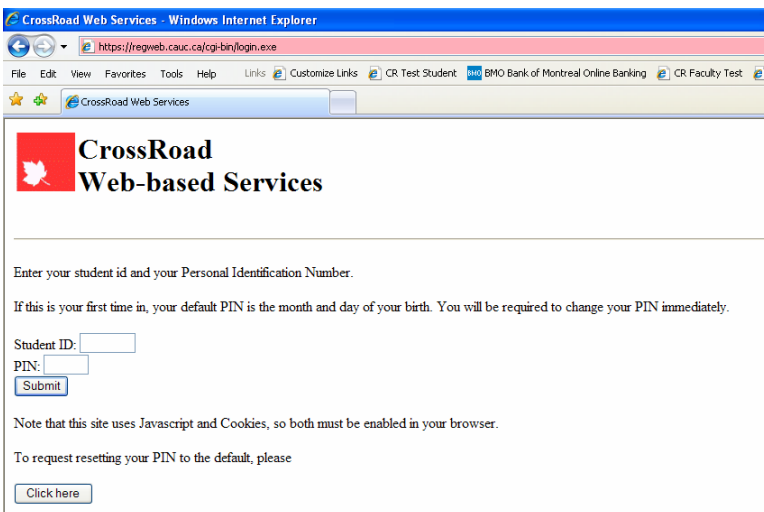
2. You will get this page. It is basic information on what you can do with Student Web Services. Click on Student Login located on the top left of the page.



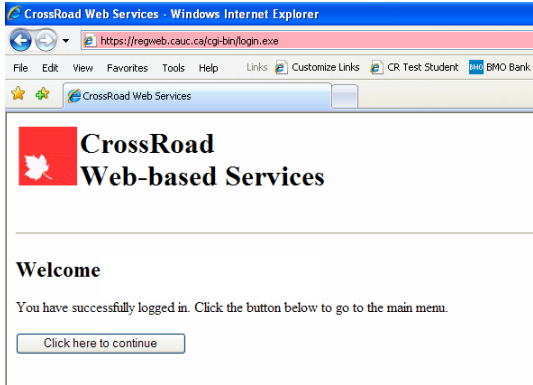
Due to browser issues you may get security warnings. Respond positively to them all.



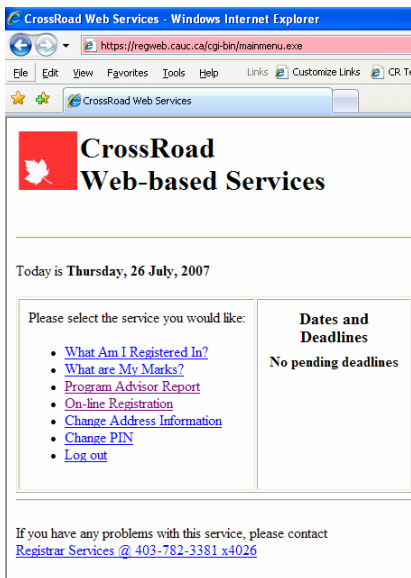
3. Login. Your student ID is a 6 digit number located on the bottom right of your ID card. If you are a new student you should have received your Student ID number with your Acceptance letter from Admissions. The default PIN is the MMDD of your birth. You will have to change your PIN as soon as you login. Note: you can get your PIN set to the default (MMDD of your birth) by clicking on the "Click here" option if you forget your PIN.



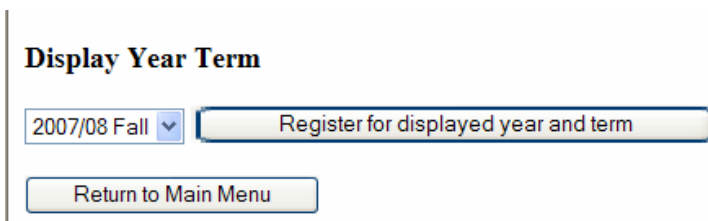
You will get Welcome Screen. Click on "Click here to continue".



4. You will be presented with a list of services. Click on On-line Registration for registering on-line. You may wish to explore the other options at a later date.



5. You will now be presented with a screen to select the year and term you wish to register for. Make sure it says the year and term you want to register for. It should default to the current year and term. Click on "Register for displayed year and term".



## 6. You are presented with a screen that shows your progress towards registration.

Current Academic Status: OK 17.00

### Student Services

The following is the recorded status of various forms that must be submitted. If a form is missing, a link to a PDF of that form is provided.

- [ID Card NOT Received](#)
- [Email Account NOT Received](#)
- [Travel Assumption of Risk Form NOT Received](#)
- [Housing Form Form NOT Received](#)
  - [Dorm](#)
  - [Commuter](#)
- [Information Release Form NOT Received](#)
- [Mailbox Form NOT Received](#)
- [Parking Form NOT Received](#)
- [Handbook/ Packet NOT Received](#)
- [Student Declaration NOT Received](#)

### Clubs

- [You have NOT yet submitted your student club interest list.](#)

### Financial Clearance

- You have been cleared for pre-booking.

### Notes:

The number after “Current Academic Status” is the maximum number of credits you can enrol in. This number will always be the lower number between what your Academic status will allow and what you have for financial clearance. So, for example, if your Academic Status allows you to take 16 credits, but you are only financially cleared for 12, 12 will be the number that shows up.

## 7. Fulfilling Student Service requirements.

The Student Services section shows you where you are in the Student Services/Forms section of registration. If you see a link on a requirement, that means you do not have it done. Click the link. It will either bring up a form for you to printout and fill in, or direct you to a webpage for further instructions.

## Form Example

Please sign in designated areas and submit the following Assumption of Risk form to Student Services.  
This is required of all students who are enrolled at Canadian University College.  
Fax: 403-782-3285      Email Address: [ssdesk@cauc.ca](mailto:ssdesk@cauc.ca)

### Canadian University College TRAVEL ASSUMPTION OF RISK FORM

Name of Applicant: \_\_\_\_\_ ID# \_\_\_\_\_ School Year \_\_\_\_\_  
PLEASE PRINT

**\*\* PLEASE READ AND UNDERSTAND BEFORE SIGNING \*\***

It is my desire to participate in Canadian University College (the "University College") activities that involve traveling, with the full understanding that the only insurance coverage provided by the University College is the Student Accident Policy which has limited

## Webpage Example

Jump Start 2007-08 - Windows Internet Explorer  
http://www.cauc.ca/jumpstart/year200708.htm

Registration Jumpstart 2007/08

Home Page

# Registration Jumpstart 2007/08

**ID Cards:** Available in person at Student Finance Office: A046 (lower level Ad. Building)

**Computer/Email Account:** Available in person at Computer Services: A045 (lower level of Ad. Building)

**Mailbox:** Available in person at Student Services: A104 (main level Ad. Building)

**Need more information?**

Department	Area of Inquiry	Ext.	Email
Plant Services	Vehicle Registration/Parking	4130	<a href="mailto:vehiclereg@cauc.ca">vehiclereg@cauc.ca</a>
Registrar Services	Course Registration	4026	<a href="mailto:registry@cauc.ca">registry@cauc.ca</a>
Student Finance Office	Financial Information	4016	<a href="mailto:sfo@cauc.ca">sfo@cauc.ca</a>
Student Services	Student Life/Housing	4033	<a href="mailto:ssdesk@cauc.ca">ssdesk@cauc.ca</a>

When you get Student Services/Forms completed, it will look like this:

**Student Services**

The following is the recorded status of various forms that must be submitted. If a form is missing, a link to a PDF of that form is provided.

- ID Card
- Email Account
- Travel Assumption of Risk Form Received
- Housing Form Received
- Information Release Form Received
- Mailbox Form Received
- Parking Form Received
- Handbook/ Packet Received
- Student Declaration Received

**Clubs**

- You have submitted your interest list in student clubs.

**Financial Clearance**

- You have received financial clearance to confirm course registration.

**8. Financial Clearance.** The financial clearance section may have notes from Student Finance to indicate what is needed from you to obtain financial clearance. While Financial Clearance may not be done using this web page, you can see your status. You can communicate with the Student Finance Office either by email ([sfo@cauc.ca](mailto:sfo@cauc.ca)) or by phone at 403-782-3381 x 4016.

What you will see (comments will vary) if you are NOT financially cleared. (You can pre-book your classes, but NOT confirm registration.)

**Financial Clearance**

- You have been cleared for pre-booking.  
Need AB Load NOA  
Need camp earnings

What you will see when you ARE financially cleared. (You are able to confirm your registration. In other words officially enrol in classes.)

**Financial Clearance**

- You have received financial clearance to confirm course registration.

**9. Enroling in courses.** To enrol in a course(s) click on “Retrieve Current Registrations” (you may have to scroll down).

**Course Selection**

- You may pre-book courses
- You may add courses or change from audit to credit
- You may drop courses
- You may change courses from credit to audit

[Retrieve Current Registrations](#)

[Return to Previous Menu](#)

[Return to Main Menu](#)

If you have any problems with this service, please contact [Registrar Services @ 403-782-3381 x4026](#)

10. This is the main screen for adding classes.

Register in 2007/08 Fall

Current Registrations

Course Code	Course Title Seminar or Lab	Instructor(s)	Credit Audit Non-Credit	Credits	Schedule Days, Time Room(s)	Drop
No courses registered for this year and term.						
				Total credits:	0.00	Credit Limit: 17.00

Full, Nearly full, OK.

\*\*Course to add:  Click or Tab to update description below.

Seminar/Lab:

Credit/Audit/Non-Credit:

\*Some courses may only be dropped or changed to audit with special permission. Please see the Registry to deal with these courses.  
 \*\*Enrollment numbers on courses are accurate as of the time this page was loaded (on 27 July 2007 at 08:08:11). These may change by the time a course is added.

Please note that students are ultimately responsible for their course choices. "Approved" only means a course registration has been reviewed. The Calendar remains the official statement of all academic policy.

[Return to previous menu](#) [Return to Main Menu](#)

11. To add a class, click on the arrow in the "Course to Add" field. You will be presented with a list of courses. Click on the course you want.

CrossRoad Web Services - Windows Internet Explorer

https://regweb.cauc.ca/cgi-bin/WebReg.exe

File Edit View Favorites Tools Help Links Customize Links CR Test Student BMO Bank of Montreal Online

CrossRoad Web Services

**CrossRoad Web Services**

Register in 2007/08 Fall

Course Code	Course Title Seminar or Lab
BIOL374	
BIOL390	
BIOL424	
BIOL490	
BIOL496	
<b>BUAD</b>	
BUAD100	
BUAD210	
BUAD220	
BUAD315	
BUAD330	
BUAD336	
BUAD345	
BUAD365	
BUAD393	
BUAD441	
<b>CHEM</b>	
CHEM100	
CHEM111	
CHEM241	
<b>OPTR</b>	
GCTR106	
<b>ECON</b>	
ECON101	
<b>EDCI</b>	
EDCI235	
EDCI321	
EDCI335	
EDCI345	
EDCI366	

\*\*Course to add:  Click or Tab to update description below.

12. The computer will now display the schedule of the course and if there is any available seats in the course. Click on "Make Changes". You may have to scroll down to see the button.

Register in 2007/08 Fall

Current Registrations

Course Code	Course Title	Instructor(s)	Credit Audit Non-Credit	Credits	Schedule Days, Time Room(s)	Drop
No courses registered for this year and term.						
Total credits:				0.00	Credit Limit:	17.00

Full, Nearly full, OK.

\*\*Course to add: CPTR106 Click or Tab to update description below.

14 spaces left, 10 of maximum 24 registered.

Murrin, Larry

MW 06:00P

Seminar/Lab:

Credit/Audit/Non-Credit: Credit

\*Some courses may only be dropped or changed to audit with special permission. Please see the Registry to deal with these courses.

\*\*Enrollment numbers on courses are accurate as of the time this page was loaded (on 27 July 2007 at 08:08:11). These may change by the time a course is added.

Make Changes

← Click here

Display Unofficial Course/Fee Sheet

13. A check is done by the system to see if you have taken the pre-requisite(s) necessary to enrol in the selected course, schedule conflicts, available seats, etc. Be patient. This may take some time.

Successful passing the pre-requisite/time conflict check will look like this.

Processing Additions

- Adjusted enrolment of CPTR106
- CPTR106 was added.

Change in tuition and fees: \$ 0.00

Student Status Changed to part-time

Continue

Return to Previous Menu

Return to Main Menu

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381.x4026)

Unsuccessful passing the pre-requisite check will look like this.

Processing Additions

- BIOL374 was not added. You do not appear to possess the pre-requisite for this course (BIOL277). Please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381.x4026) for information or help resolving pre-requisite issues.

Change in tuition and fees: \$ 0.00

Continue

Return to Previous Menu

Return to Main Menu

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381.x4026)

**Note:** If you do not meet the pre-requisite check, and you still feel that you should be in the course, you need to do the following:

1. See the instructor of the course. If they feel you can have a pre-requisite waiver, he/she will sign a Pre-requisite Waiver form.
2. Take the signed Pre-requisite Waiver form to Registrar Services. The staff there will enrol you in the course. Only Registrar Services staff can enrol you. You cannot do it on-line.

Time conflict will look like this.

Processing Additions

- ARTH150 conflicts with BIOL100 at 10:55A for 55 minutes.
- ARTH150 was not added.

Change in tuition and fees: \$ 0.00

[Continue](#)

[Return to Previous Menu](#)

[Return to Main Menu](#)

If you have any problems with this service, please contact [Registrar Services @ 403-782-3381 x4026](#)

Course full looks like this. You can put yourself on a waitlist if you so wish by clicking on the waitlist button.

Processing Additions

- BIOL110 is full and so has not been added to your Registrations. If you would like to be added to the waitlist, please click below.
- BIOL110 was not added.

[Add to Waitlist](#)

The course registration screen will show the courses you have waitlisted.

**Waitlisted Courses**

(you are not registered in these, but will be added as soon as there is space)

Course Code	Seminar Lab	Course Title Instructor(s)	Credits	Schedule	Rank on List	Remove from Waitlist
BIOL110		HUMAN ECOLOGY <i>Delafield, David</i>	4.00	MWF 09:50A S111	1/ 1	<input type="checkbox"/>
	LF	<i>Delafield, David</i>		W 01:15P S217	1/ 1	

Full, Nearly full, OK.

14. Once the pre-requisite/schedule check is done, click “Continue” to add more classes.

Processing Additions

- BIOL374 was not added. You do not appear to possess the pre-requisite for this course (BIOL277). Please contact [Registrar Services @ 403-782-3381 x4026](#) for information or help resolving pre-requisite issues.

Change in tuition and fees: \$ 0.00

[Continue](#)    ← Click here

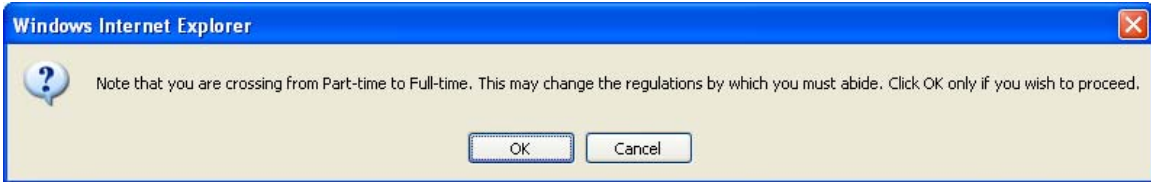
[Return to Previous Menu](#)

[Return to Main Menu](#)

If you have any problems with this service, please contact [Registrar Services @ 403-782-3381 x4026](#)

15. Repeat steps 11-14 to add more classes.

**Note:** You will get the following message as you pass from 8 to 9 credits. 9 credits is considered full time attendance. Going from a part time to full time status has financial and academic implications. See the Academic Calendar for details.



**16.** When you are done, you may have to scroll down to see the schedule built by the computer as you added classes. To print this, use the print button in the browser.



You may now click the “Return to Main Menu” button to finish enrolling in courses. You will be returned to the main menu.

## Dropping a Course

### IMPORTANT INFORMATION REGARDING DROPPING COURSES

Full time status means that you are taking at least 9 credits. Whenever you go above or below the 9 credit threshold, the computer will notify you of your status change. Going below 9 credits (12 for some loans) may impact your student loan qualification. Student loans require that you be a full time student.

**BE AWARE. DROPPING BELOW 9 CREDITS (12 for some loans) WILL NULLIFY YOUR STUDENT LOANS.** Check with Student Finance to make sure of your status.

You may drop a course on-line by doing the following:

1. Login to Student Web Services.
2. Click On-line Registration from the Main Menu.
3. Choose the appropriate Year and Term
4. Click on “Register for displayed year and term”

**Display Year Term**

2007/08 Fall

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381_x4026)

5. Click on “Retrieve Current Registrations”

**Course Selection**

- You may pre-book courses
- You may add courses or change from audit to credit
- You may drop courses
- You may change courses from credit to audit

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381_x4026)

6. You will be presented with the courses you are enrolled in. Click on the DROP box of the course you wish to drop.
  - a. Next, click on “Make Changes”.

Current Registrations

Course Code	Course Title Seminar or Lab	Instructor(s)	Credit Audit Non-Credit	Credits	Schedule Days, Time Room(s)	Drop
BIOL100	INTRODUCTORY BIOLOGY	Ramalingam, Paul	Credit <input type="checkbox"/> Change to Audit	4.00	MWF 10:55A S107	<input type="checkbox"/>
	L1	Ramalingam, Paul			M 01:15P S107	
ARTS230	CERAMICS	Hoyt, John	Credit <input type="checkbox"/> Change to Audit	3.00	MW 07:00P W100	<input checked="" type="checkbox"/>
ENGL205	APPROACHES TO LIT: WORLD	Ringer, Laurie	Credit <input type="checkbox"/> Change to Audit	3.00	MW 04:15P W112	<input type="checkbox"/>
MUPF210	CHOIR	Munroe, Wendolin	Credit <input type="checkbox"/> Change to Audit	1.00	MTWRF 12:00P W200	<input type="checkbox"/>
<i>Total credits:</i>				11.00	<i>Credit Limit:</i>	17.00

Full, Nearly full, OK.

\*\*Course to add:  Click or Tab to update description below.

Seminar/Lab:

Credit/Audit/Non-Credit:

\*Some courses may only be dropped or changed to audit with special permission. Please see the Registry to deal with these courses.  
\*\*Enrollment numbers on courses are accurate as of the time this page was loaded (on 8 August 2007 at 11:22:10). These may change by the time a course is added.

7. You will be presented with a screen that indicates the dropped course. You may continue to add/drop courses or return to a different menu.

Processing Drops

- Adjusted enrolment of ARTS230
- Dropped ARTS230

Change in tuition and fees: \$ 0.00

Student Status Changed to part-time

## Going from Audit to Credit or Credit to Audit

**Notice:** Taking a course for Audit means that it will not count towards your degree. Be careful with this. Consult with your Advisor if you have any questions.

You may change a course from credit to audit or audit to credit on-line by doing the following:

1. Login to Student Web Services.
2. Click On-line Registration from the Main Menu.
3. Choose the appropriate Year and Term
4. Click on “Register for displayed year and term”

**Display Year Term**

2007/08 Fall

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381.x4026)

**5. Click on “Retrieve Current Registrations”**

**Course Selection**

- You may pre-book courses
- You may add courses or change from audit to credit
- You may drop courses
- You may change courses from credit to audit

If you have any problems with this service, please contact  
[Registrar Services @ 403-782-3381 x4026](mailto:Registrar.Services@403-782-3381.x4026)

- 6. Click the Change to Audit (or Change to Credit) box for the course you want to change.**
- a. Next, click “Make Changes”.**

**Register in 2007/08 Fall**

**Current Registrations**

Course Code	Course Title Seminar or Lab	Instructor(s)	Credit Audit Non-Credit	Credits	Schedule Days, Time Room(s)	Drop
BIOL100	INTRODUCTORY BIOLOGY	Ramalingam, Paul	Credit <input type="checkbox"/> Change to Audit	4.00	MWF 10:55A S107	<input type="checkbox"/>
	L1	Ramalingam, Paul			M 01:15P S107	
ENGL205	APPROACHES TO LIT: WORLD	Ringer, Lawrie	Credit <input type="checkbox"/> Change to Audit	3.00	MW 04:15P W112	<input type="checkbox"/>
MUPF210	CHOIR	Munroe, Wendolin	Credit <input checked="" type="checkbox"/> Change to Audit	1.00	MWRF 12:00P W200	
<b>Total credits:</b>				8.00	<b>Credit Limit:</b>	17.00

Full, Nearly full, OK.

\*\*Course to add:  Click or Tab to update description below.

Seminar/Lab:

Credit/Audit/Non-Credit:

\*Some courses may only be dropped or changed to audit with special permission. Please see the Registry to deal with these courses.

\*\*Enrollment numbers on courses are accurate as of the time this page was loaded (on 8 August 2007 at 11:53:42). These may change by the time a course is added.

- 7. You will be presented with a screen that indicates the changed course.**  
**You may continue to add/drop, etc. courses or return to a previous menu.**

**Processing Changes to Credit/Audit Status**

- Changed MUPF210 from credit to audit

Change in tuition and fees: \$ 0.00

Student Status Changed to full-time

## Confirmation of Registration

Confirmation of Registration is new this year with on-line Registration. This is the FINAL step of the process. You will need to have the following done before you can confirm.

1. Obtain financial clearance
2. Have all Student Services tasks completed
3. All forms completed
4. Be enrolled in courses.

Once all of the above is in place, you may go on-line in the Registration Process section of Student Web Services and confirm on Registration day, September 4. You cannot confirm until then.

Confirmation of Registration does two things:

1. Confirms your seat in a class. Prior to confirmation, you are just reserving a seat, you are not enrolled (registered) for the course.
2. Bills you for classes, mandatory fees, and any dorm fees, if applicable

**NOTICE:** You must confirm your registration on-line BEFORE you are officially enrolled in courses. Pre-booking of a course is just that. You are only reserving a seat in a class. Unless you confirm your registration by midnight September 5 you will be dropped from all pre-booked classes.

If for some reason you are pre-booked for classes but cannot confirm your registration by midnight of September 5, call Registrar Services at 403-782-3381 x4026 to make arrangements.

## How to Confirm Registration

When the Registration screen looks like the screen shot below you are ready to confirm your registration.

### Student Services

The following is the recorded status of various forms that must be submitted. If a form is missing, a link to a PDF of that form is provided.

- ID Card
- Email Account
- Travel Assumption of Risk Form Received
- Housing Form Received
- Information Release Form Received
- Mailbox Form Received
- Parking Form Received
- Handbook/Packet Received
- Student Declaration Received

### Clubs

- You have submitted your interest list in student clubs.

### Financial Clearance

- You have received financial clearance to confirm course registration.

Note that **Financial Clearance** now says you can **confirm course registration**.

To Confirm Registration once you see the above:

1. Click on “Retrieve Current Registration”.

### Course Selection

- You may pre-book courses
- You may confirm
- You may add courses or change from audit to credit
- You may drop courses
- You may change courses from credit to audit

Retrieve Current Registrations

Return to Previous Menu

Return to Main Menu

2. Add/drop courses until all of the courses you want to enrol in are listed. Then click on the “Confirm your registration” button.


**Current Registrations**

Course Code	Course Title Seminar or Lab	Instructor(s)	Credit Audit Non-Credit	Credits	Schedule Days, Time Room(s)	Drop
ENGL205	APPROACHES TO LIT: WORLD	Ringer, Laurie	Credit <input type="checkbox"/> Change to Audit	3.00	MW 04:15P W112	<input type="checkbox"/>
MUPF210	CHOIR	Munroe, Wendolin	Audit <input type="checkbox"/> Change to Credit	1.00	MTWRF 12:00P W200	<input type="checkbox"/>
ECON101	INTRODUCTION TO MICROECONOMICS	Michel, Louicius	Credit <input type="checkbox"/> Change to Audit	3.00	TR 01:15P A205	<input type="checkbox"/>
<b>Total credits:</b>				6.00	<b>Credit Limit:</b>	17.00

Full, Nearly full, OK.

**\*\*Course to add:**    
 No Description  
**Seminar/Lab:**   
**Credit/Audit/Non-Credit:**


\*Some courses may only be dropped or changed to audit with special permission. Please see the Registry to deal with these courses.  
 \*\*Enrollment numbers on courses are accurate as of the time this page was loaded (on 13 August 2007 at 08:49:02). These may change by the time a course is added.



3. You will be presented with a summary of your class schedule and a list of charges to your account, which will include dorm and cafeteria charges if you live in the dorm. Click on “Add these charges to your account” button.

**Note:** The Financial Aid and Balance forward numbers may not be accurate due to account posting times.

Course Code	Seminar Lab	Course Title Instructor(s)	Credit Audit Non-Cr	Credits	Schedule Days, Time Room(s)	Tuition
ENGL205	APPROACHES TO LIT: WORLD	Ringer, Laurie	Credit	3.00	MW 04:15P W112	\$ 951.00 Approved
MUPF210	CHOIR	Munroe, Wendolin	Audit	1.00	MTWRF 12:00P W200	\$ 158.50 Approved
ECON101	INTRODUCTION TO MICROECONOMICS	Michel, Louicius	Credit	3.00	TR 01:15P A205	\$ 951.00
<b>Total Credits:</b>				6.00	<b>Total Tuition</b>	\$ 2060.50
<b>Fees:</b>					Mandatory Fee Fall	40.00
					<b>Total Fees:</b>	\$ 40.00
<b>Total Tuition and Fees:</b>						\$ 2100.50
<b>Financial Aid:</b>						
					<b>Total Financial Aid:</b>	\$ 0.00
<b>Total Amount For This Term:</b>						\$ 2100.50
<b>Balance Forward:</b> as of 13 August 2007						\$ 0.00



4. You will be presented with a receipt. Print this out using your browser PRINT button for your records.

Course Code	Seminar Lab	Course Title Instructor(s)	Credit Audit Non-Cr	Credits	Schedule Days, Time Room(s)	Tuition
ENGL205	APPROACHES TO LIT: WORLD	Ringer, Laurie	Credit	3.00	MW 04:15P W112	\$ 951.00 Approved
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			<b>Total Credits:</b>	6.00	<b>Total Tuition</b>	\$ 2060.50
<b>Fees:</b>					Mandatory Fee Fall	40.00
					<b>Total Fees:</b>	\$ 40.00
<b>Total Tuition and Fees:</b>						\$ 2100.50
<b>Financial Aid:</b>						
					<b>Total Financial Aid:</b>	\$ 0.00
<b>Balance Forward:</b> as of 13 August 2007						\$ 0.00
<b>Total Amount Due:</b>						\$ 2100.50
<b>Transaction Number:</b> 3996 <b>File #:</b> 10001						
This is your receipt for this transaction. Please print a copy for your records.						

That is it! You are now registered for the term. Have a great school year.

From this point on adding/dropping a course will only debt/credit your account for the course change.