

STUDENT PLANNING

How to Register for A Semester

REGISTRATION PROCESS

PROCESS OVERVIEW

1 - Input courses for Semester into Student Planning



2 - Get Approval from Academic/Major Advisor



3 - Register for courses

Add Courses on Self Service

TEST Self Service



Sign out

Help

Hello, welcome to Self Service.

Choose a category to get started.



Student Finance

View your latest statement and make a payment online.



Financial Aid

Access financial aid data and forms.



Tax Information

Change your consent for e-delivery of tax information.



Student Planning

Search for courses, plan your terms, and schedule and register your course sections.



Course Offerings

View and search the course catalog.



Grades

View your grades.



Graduation Overview

View or submit a graduation application.



Enrollment Verifications

View or request an enrollment verification.



Academic Attendance

View your attendance history.

TEST Self Service



[Academics](#) · [Student Planning](#) · [Planning Overview](#)

- Student Planning
- Course Offerings**
- Grades
- Graduation Overview
- Enrollment Verifications
- Unofficial Transcript
- Transfer Summary
- Academic Attendance
- Test Summary
- Tentative 4-Yr Schedule
- Official Transcript



Get Started

help you select courses and earn your degree. Here are 2 steps to get you started.

My Progress

Click on My Progress to see your academic progress in your degree and search for courses.

My Progress

Cumulative GPA

2024-2025 Schedule

	Sun	Mon	Tue	
7am				
8am		BUS-150-01	BIO-201L-01	E



Search for Courses and Course Sections

[Subject Search](#)[Advanced Search](#)

Search for a course subject:

Accounting

[Anthropology](#)

[Anthropology/Sociology](#)

[Art](#)

[Art History](#)

[Asian Studies](#)

[Biology](#)

[Business](#)

[Chemistry](#)

[Communications](#)

[Computer Science](#)

Choose Subject

Search for Courses and Course Sections

[Back to Course Offerings](#)

Search for courses...



Filter Results

Hide

Availability

- Open and Waitlisted Sections
- Open Sections Only

Subjects

- Accounting (16)

Locations

Terms

- 2021 Fall Term (6)

Days of Week

- Monday (3)
- Tuesday (5)

Filters Applied: Accounting x

ACC-0XX Acc Non College Transfer (0 to 5 Credits)

No description available.

Requisites:
None

Add Course to Plan

ACC-221 Financial Accounting (3 Credits)

An introduction to the field of accounting, emphasizing double-entry record keeping, preparation of balance sheets and income statements, and the uses and limitations of external financial reporting. Prerequisites: MAT-125, MAT-212 or MAT-150 or higher-level calculus course.

Requisites:
MAT-125 or MAT-212 or MAT-150 or Higher-level calculus course must be completed prior to registering for this course. - Must be completed prior to taking this course.
Offered:
Fall & Spring, All Years

Add Course to Plan

[View Available Sections for ACC-221](#)



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Offered:

Fall & Spring, All Years

Add Course to Plan

[View Available Sections for ACC-221](#)

2021 Fall Term

ACC-221-01

Financial Accounting

Add Section to Schedule

Seats	Times	Locations	Instructors
5	T/Th 2:40 PM - 4:10 PM 9/1/2021 - 12/14/2021	KAIC 100 Lecture	Tucker, D (Lecture) Johnson, J (Lecture)

ACC-221-02

Financial Accounting

Add Section to Schedule

Seats	Times	Locations	Instructors
1	M/W/F 10:20 AM - 11:20 AM 9/1/2021 - 12/14/2021	KAIC 100 Lecture	Erne, K (Lecture) Johnson, J (Lecture)

This button adds a general course to a specific semester.

This button adds a specific section to a your course plan.
(Preferred for registration).

TEST Self Service

[Academics](#) · [Student Planning](#) · [Planning Overview](#)

Steps **1** Planning Overview started

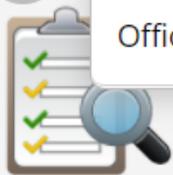
There are **1** step(s) you plan your courses and earn your degree. Here are the steps:

Planning Overview

Plan & Schedule

My Progress

Official Transcript



Start by going to My Progress to see your academic progress in your program for courses.

[Go to My Progress](#)

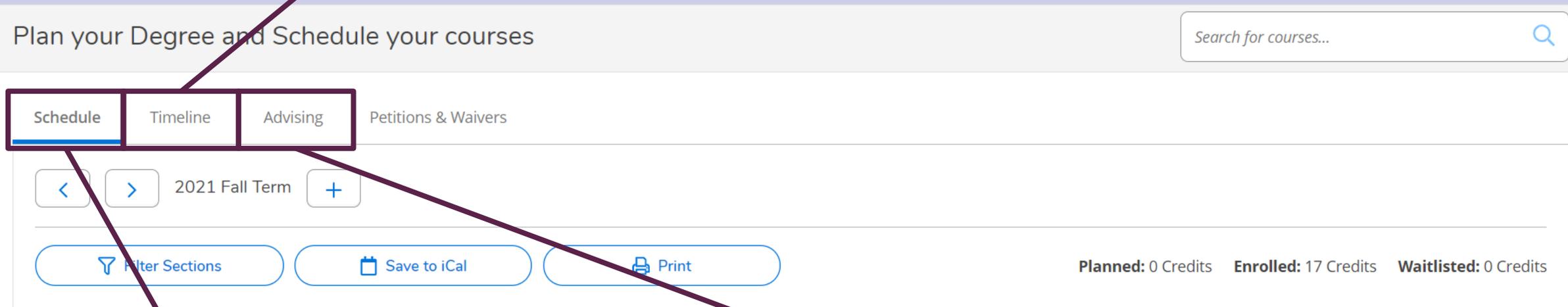
Programs

Chemistry

Use this panel to view your program plan and the courses that you have scheduled.

Overview of Student Planning

Shows a longitudinal view of multiple semesters



The screenshot shows a web interface for student planning. At the top, it says "Plan your Degree and Schedule your courses" with a search bar on the right. Below this is a navigation menu with four tabs: "Schedule", "Timeline", "Advising", and "Petitions & Waivers". The "Schedule" tab is highlighted with a blue underline. Below the tabs, there are navigation controls for the "2021 Fall Term", including left and right arrows and a plus sign. At the bottom of the interface, there are three buttons: "Filter Sections", "Save to iCal", and "Print". On the right side, there is a summary of credits: "Planned: 0 Credits", "Enrolled: 17 Credits", and "Waitlisted: 0 Credits". A dark sidebar on the left contains icons for a building, a graduation cap, and a person. Two dark red lines with arrowheads point from the text above to the "Advising" tab and the "Filter Sections" button.

Allows you to see a breakdown of each semester

Tab used to ask for advisor approval before registration

Getting Advisor Approval

Academics · Student Planning · Plan & Schedule

Plan your Degree and Schedule your courses

Search for courses...

Schedule Timeline **Advising** Petitions & Waivers

My Advisors

✉ Cammann, Nicole M. (First-year Advisor)

Request Review

You must submit your semester plan to your major/academic advisor for approval PRIOR to registration.

Using this button will notify your advisor that your plan needs to be approved.

Registering your Plan

Academics · Student Planning · Plan & Schedule

Plan your Degree and Schedule your courses

Search for courses...

Schedule Timeline Advising Petitions & Waivers

< > 2022 Spring Term - +

Remove Planned Courses

After planning your schedule you must click Register on the registration date assigned to your class. Your registration date is determined by your completed credits as of that same date. All registration periods begin at 12:00 AM Mountain Daylight Time (GMT -0600).

- Seniors (90+ completed credits) - March 29th
- Juniors (60-89 completed credits) - March 31st
- Sophomores (28-59 completed credits) - April 2nd
- Freshpeople (0-27 completed credits) - April 5th

Refresh

Until your registration period is open, you will see this message.
When it is open, this button will change to one that reads **“Register”**.

When you have your courses both added to your plan and approved by your advisor, you may register for your course plan using this button.

REGISTER FOR COURSES

▲ **Seniors** - (90+ Completed Credits)

October 25th 12:00 AM

▲ **Juniors** - (60-89 Completed Credits)

October 27th 12:00 AM

▲ **Sophomores** - (28-59 Completed Credits)

October 29th 12:00 AM

▲ **Freshmen** - (0-27 Completed Credits)

November 1st 12:00 AM