



## To Plan Your Degree and Register for Classes:

Click on **Plan Your Degree & Register for Classes**

Click on the **Timeline** tab

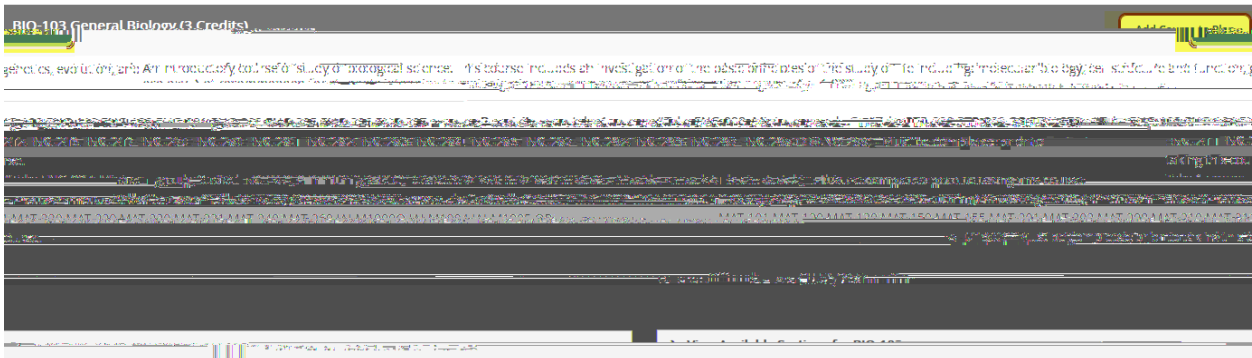


Page right and review past, current, and future semesters

Return to **My Progress** tab on the top left of the page.

Review needed classes and choose a class to register.

If the class is available, click **Add Course to Plan**



Select a term for the course, (i.e., Spring, Summer or Fall of 20...)

Return to **Plan & Schedule**

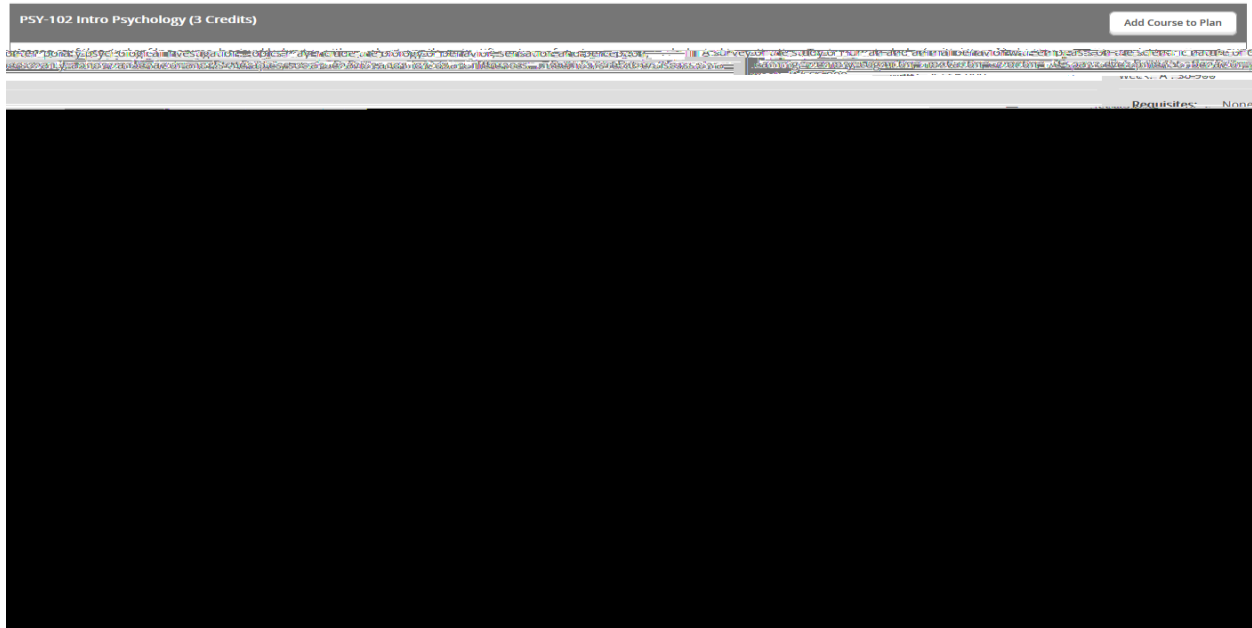
Click **Timeline**

Go to the semester chosen for your selected class. Total number of credits is displayed at the bottom of the box.



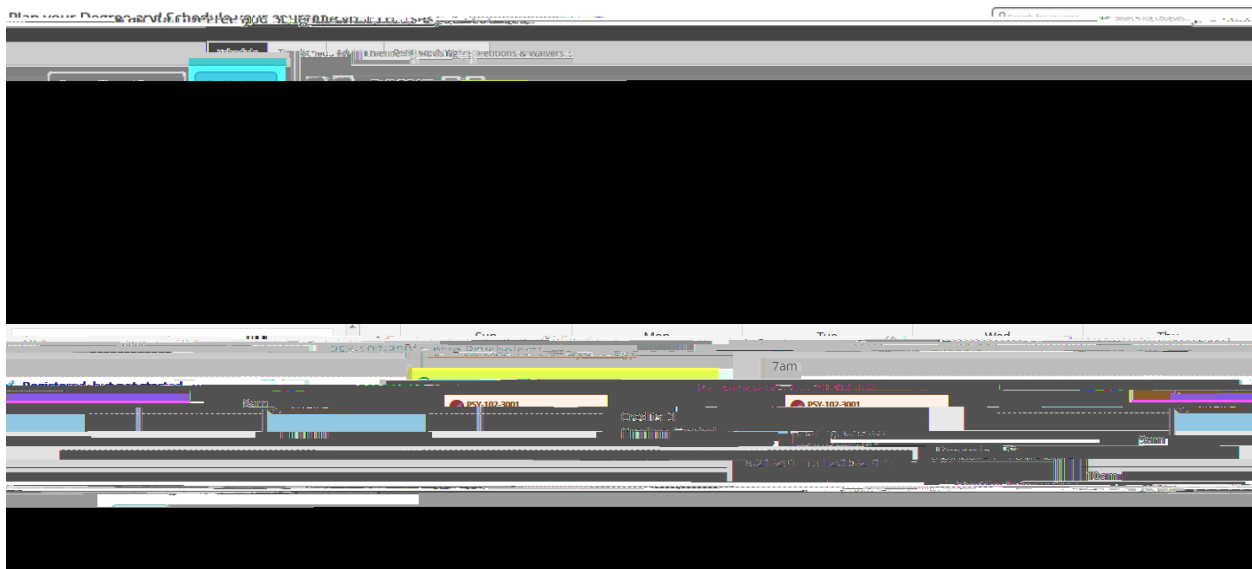


- 3) To add a course to your schedule you can go to the **course catalog**. When you find a course you would like to take, click on it and there will be a



button that says **View available sections**. Find a section you would like to take and add the section to your schedule.

- 4) The class will then show in your schedule and timeline. It will be yellow until you register for it by clicking on it and registering. As soon as you register, it will turn green.

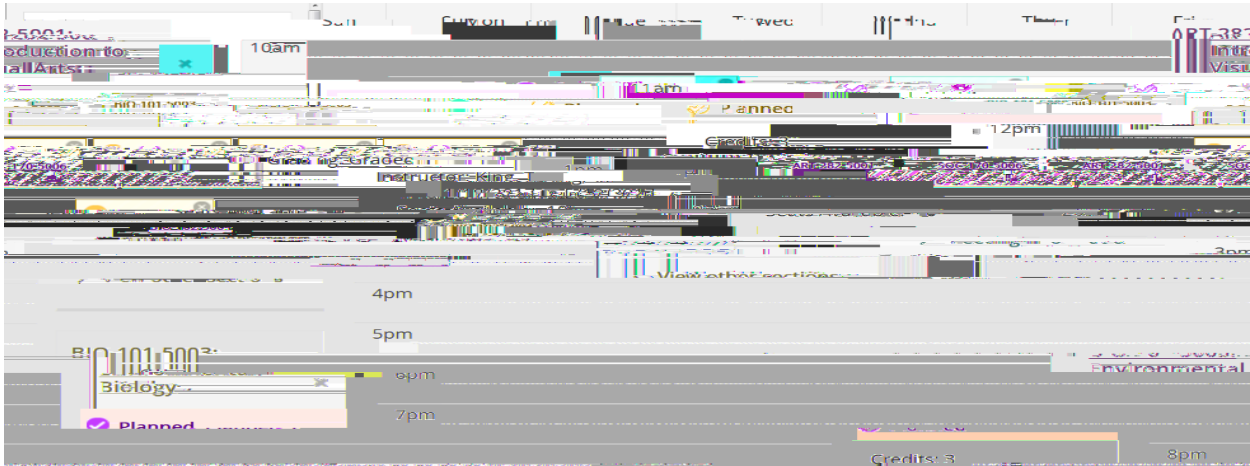




## Dropping Classes:

### Dropping/Removing 'Planned' Course

- 1) If you wish to REMOVE a class, click the X in the upper right corner of the class in your **schedule**. *THIS ONLY WORKS IF COURSE IS PLANNED*



- 2) If you wish to remove the class completely, you must go to your **timeline** and click the X in the term you wish to remove it from. If you don't remove it from your timeline, it will remain indefinitely.

### Dropping/Removing 'Registered' Course

- 3) If you wish to DROP a class you have registered for, you must click the **Drop** button under the desired course.  
**\*\*\*NOTE: You cannot drop courses after the withdrawal period\*\*\***

