


This document outlines the steps to search for open classes with and without pre-requisites in student centre.

1. Log into the MyUofC portal


Log in

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For current students and staff.

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For student applicants, alumni, and guests.

 UNIVERSITY OF CALGARY | **Start something.**

Sign in

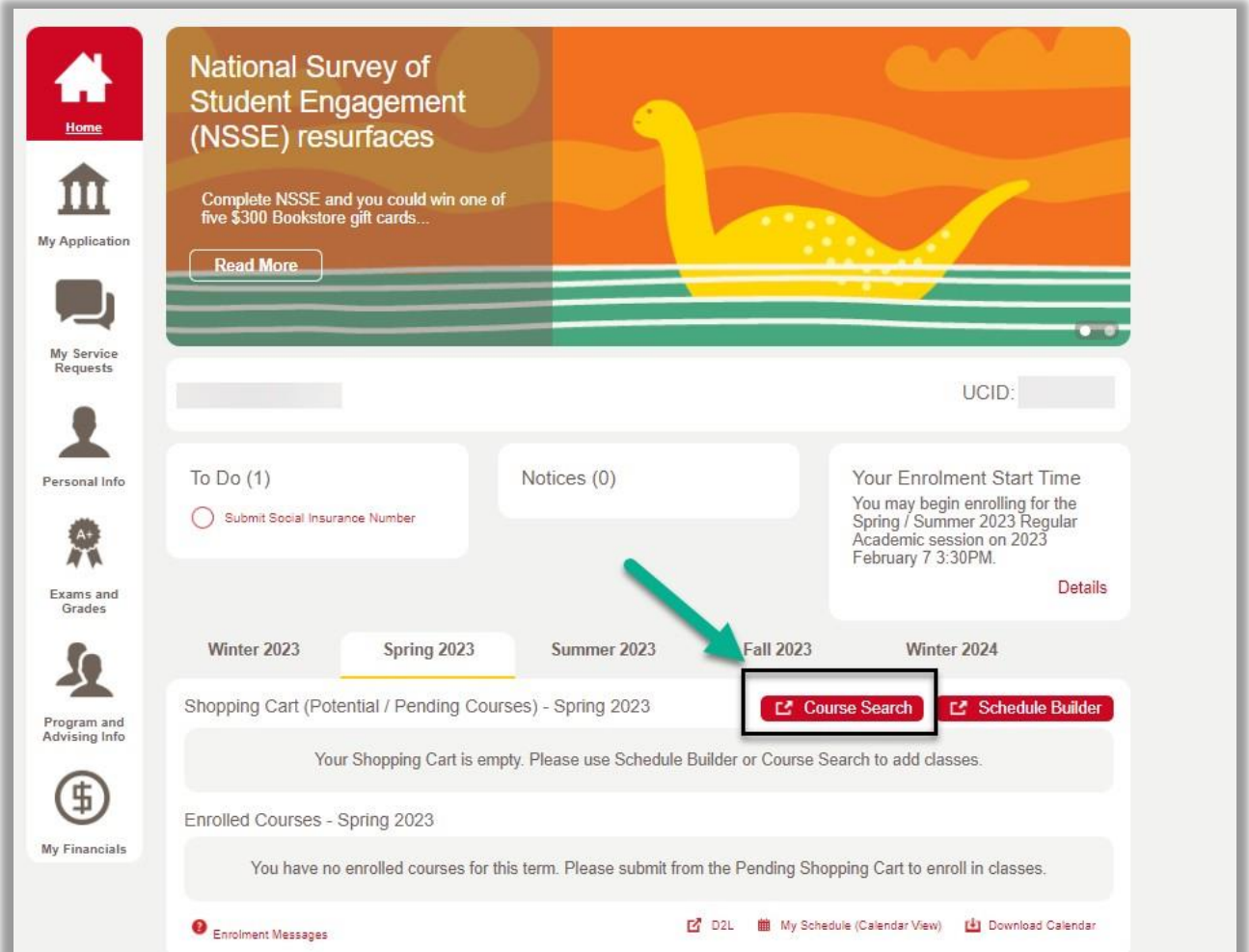


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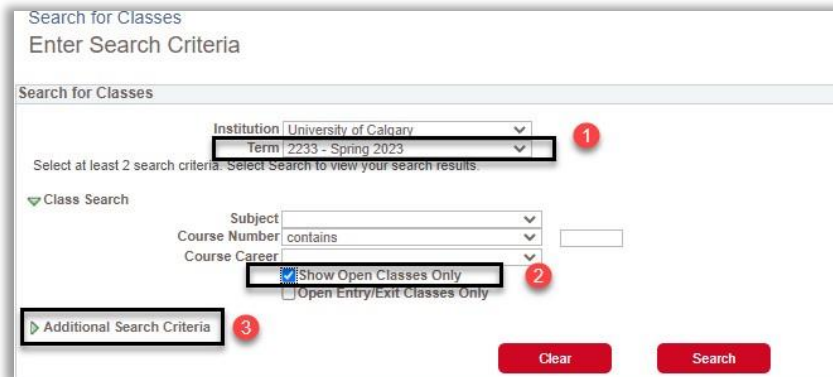
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2. After logging into the MyUofC portal, on the home page, scroll to the middle of the page and click on “Course Search” under the term you want to look for open classes



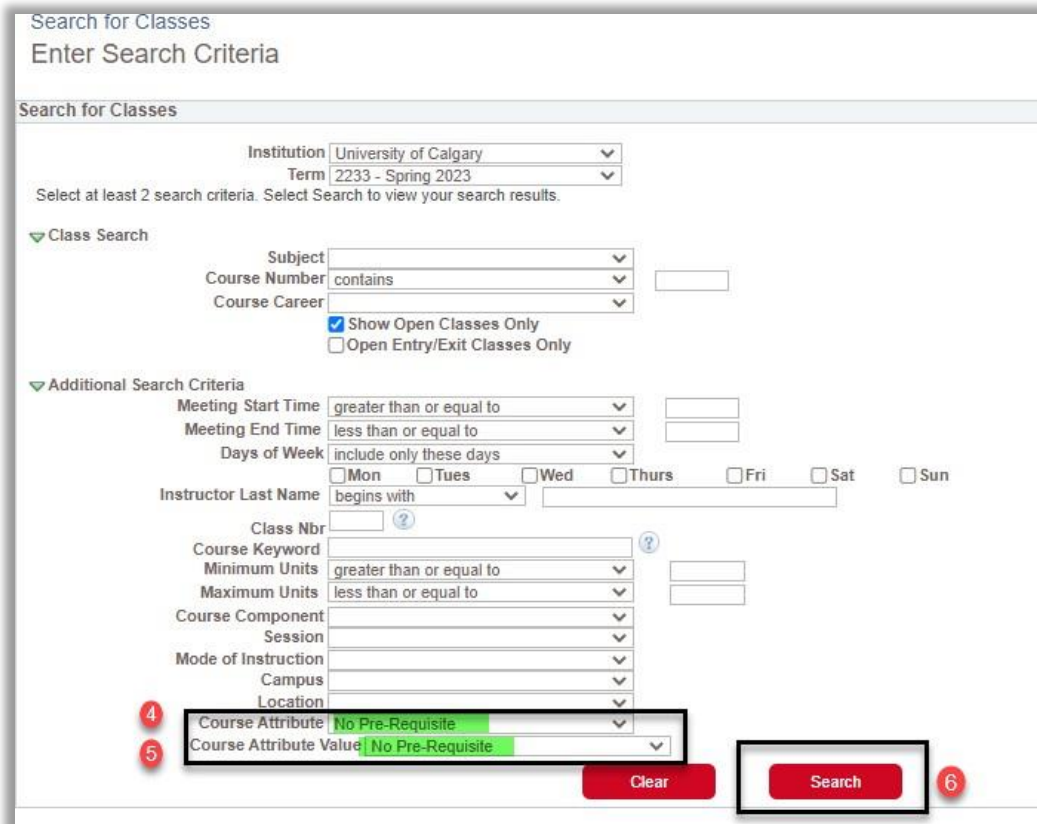
The screenshot displays the MyUofC portal home page. On the left is a vertical navigation menu with icons for Home, My Application, My Service Requests, Personal Info, Exams and Grades, Program and Advising Info, and My Financials. The main content area features a banner for the National Survey of Student Engagement (NSSE) resurfaces, a UCID input field, and several notification boxes: 'To Do (1)' with a 'Submit Social Insurance Number' task, 'Notices (0)', and 'Your Enrolment Start Time' for the Spring/Summer 2023 Regular Academic session on February 7 at 3:30 PM. Below these are tabs for academic terms: Winter 2023, Spring 2023, Summer 2023, Fall 2023, and Winter 2024. A red box highlights the 'Course Search' button under the 'Fall 2023' tab, with a green arrow pointing to it. Other buttons include 'Schedule Builder'. Below the buttons, there are sections for 'Shopping Cart (Potential / Pending Courses) - Spring 2023' (empty) and 'Enrolled Courses - Spring 2023' (none). At the bottom, there are links for 'Enrolment Messages', 'D2L', 'My Schedule (Calendar View)', and 'Download Calendar'.

3. Upon clicking “Course Search” in the previous step, you will be presented with the below screen
 1. Select the term for which you are looking for open classes
 2. Check the box “Show Open Classes Only” as shown in the screenshot below. This will ensure that the search results will only displays open classes.
Note: If you only want to search open classes regardless of whether the class has any pre-requisites or not, you can ignore the subsequent steps and click “Search” after selecting at least on of the fields: “Subject”, “Course Career” or “Course Number”.
 3. Click “Additional Search Criteria” to look up for classes that have no pre-requisites



The screenshot shows the 'Search for Classes' interface. At the top, it says 'Search for Classes' and 'Enter Search Criteria'. Below this, there are two dropdown menus: 'Institution' set to 'University of Calgary' and 'Term' set to '2233 - Spring 2023'. A red circle with the number '1' is next to the 'Term' dropdown. Below these is a prompt: 'Select at least 2 search criteria: Select Search to view your search results.' Underneath is a section titled 'Class Search' with three dropdown menus: 'Subject', 'Course Number' (set to 'contains'), and 'Course Career'. Below these is a checkbox labeled 'Show Open Classes Only' which is checked, and another checkbox labeled 'Open Entry/Exit Classes Only' which is unchecked. A red circle with the number '2' is next to the 'Show Open Classes Only' checkbox. At the bottom left, there is a button labeled 'Additional Search Criteria' with a right-pointing arrow, and a red circle with the number '3' is next to it. At the bottom right, there are two buttons: 'Clear' and 'Search'.

4. Upon clicking “Additional Search Criteria”, the screen will expand. Select the value “**No Pre-Requisite**” from the drop-down lists for the “Course Attributes” and “Course Attributes Value” fields and click “Search”



The screenshot shows the 'Search for Classes' interface. At the top, it says 'Search for Classes' and 'Enter Search Criteria'. Below this, there are fields for 'Institution' (University of Calgary) and 'Term' (2233 - Spring 2023). A note says 'Select at least 2 search criteria. Select Search to view your search results.' The 'Class Search' section includes 'Subject', 'Course Number' (with a 'contains' dropdown and an input field), and 'Course Career'. There are checkboxes for 'Show Open Classes Only' (checked) and 'Open Entry/Exit Classes Only'. The 'Additional Search Criteria' section includes 'Meeting Start Time' (greater than or equal to), 'Meeting End Time' (less than or equal to), 'Days of Week' (include only these days with checkboxes for Mon-Sun), 'Instructor Last Name' (begins with), 'Class Nbr', 'Course Keyword', 'Minimum Units' (greater than or equal to), 'Maximum Units' (less than or equal to), 'Course Component', 'Session', 'Mode of Instruction', 'Campus', and 'Location'. At the bottom, the 'Course Attribute' and 'Course Attribute Value' dropdowns are highlighted with a red box and a red circle containing the number 4. The 'Search' button is highlighted with a red box and a red circle containing the number 6. A 'Clear' button is also visible.

- Upon clicking “Search”, you will be directed to the below screen where the desired class selection can be made to proceed for enrollment

Search for Classes
Search Results

University of Calgary | Spring 2023

My Class Schedule

You are not registered for classes in this term.

Shopping Cart

Your shopping cart is empty.

The following classes match your search criteria Show Open Classes Only: Yes, Course Attribute: No Pre-Requisite, Course Attribute Value: No Pre-Requisite
Please click on the Class link for further registration information such as pre-requisites, class restriction details, language of instruction, and more.

● Open
Closed
▲ Wait List

★ Indicates that some or all seats may be reserved for specific student groups. Click on the Class link for further restriction details.

New Search
Modify Search

40 class section(s) found

▼ ANTH 203 - Introduction to Social and Cultural Anthropology

Universal Student Ratings of Instruction

Class Section	Days & Times	Location	Room	Instructor	Section Group *	Topic/Meeting Dates	Status	Class Restrictions
1740 01-LEC Regular	TuTh 9:00AM - 11:45AM	Main UofC Campus	ST 135	Staff	1	2023/05/03 - 2023/06/15	●	Select

▼ ANTH 311 - Primate Behaviour

Universal Student Ratings of Instruction

Class Section	Days & Times	Location	Room	Instructor	Section Group *	Topic/Meeting Dates	Status	Class Restrictions
1617 01-LEC Regular	TuTh 9:00AM - 11:45AM	Main UofC Campus	ST 143	Staff	1	2023/05/03 - 2023/06/15	●	Select

▼ ANTH 331 - Sex and Gender

Universal Student Ratings of Instruction

Class Section	Days & Times	Location	Room	Instructor	Section Group *	Topic/Meeting Dates	Status	Class Restrictions
1618 01-LEC Regular	MoWe 12:00PM - 2:45PM	Main UofC Campus	MFH 160	Staff	1	2023/05/03 - 2023/06/15	●	Select

▼ ANTH 399 - Topics in Anthropology

Universal Student Ratings of Instruction

Class Section	Days & Times	Location	Room	Instructor	Section Group *	Topic/Meeting Dates	Status	Class Restrictions
1861 01-LEC GSP	MoWeFr 9:00AM - 3:00PM TBA	Main UofC Campus	ES 702 TBA	Staff Naotaka Hayashi	1	16 2023/05/08 - 2023/05/12 2023/06/03 - 2023/06/17	●	Select

Topic: Japanese Communities

END OF PROCESS