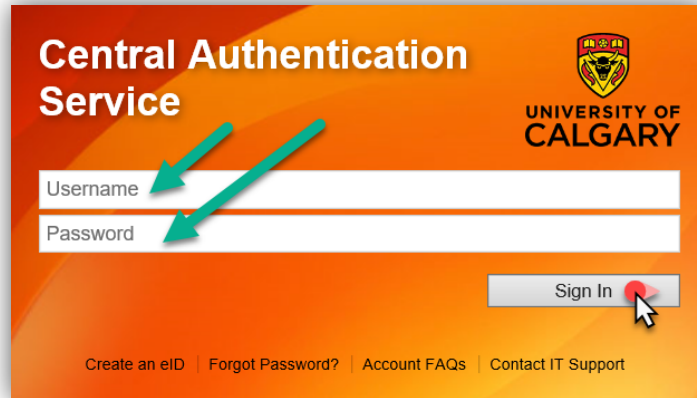


Here are some simple steps to help you successfully register in your courses using the Student Centre:

1. Log into the MyUofC portal



Central Authentication Service

UNIVERSITY OF CALGARY

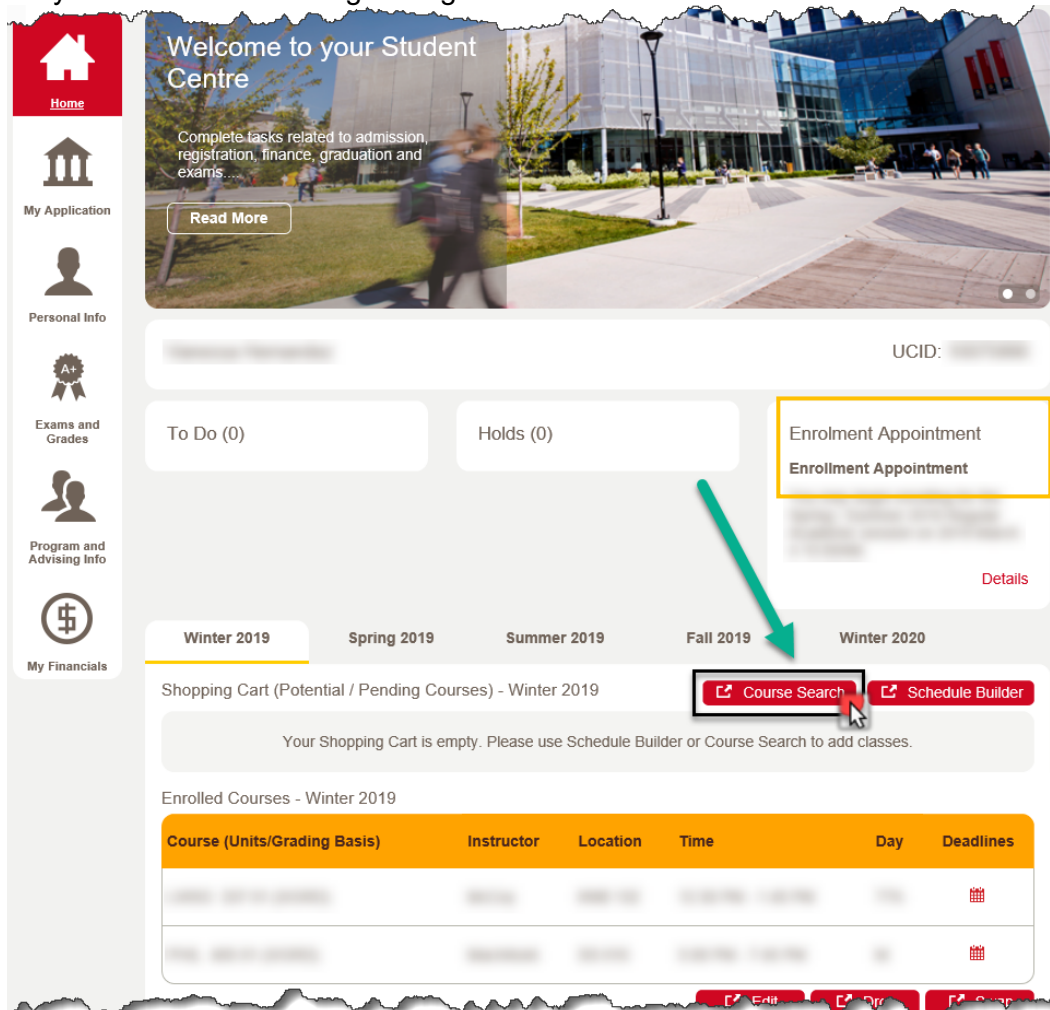
Username

Password

Sign In

Create an eID | Forgot Password? | Account FAQs | Contact IT Support

2. After logging into the MyUofC portal, on the **Home** page, scroll to the middle of the page and click on **Course Search**. Be sure to check your *Enrolment Appointment* date and time in order to ensure that you are able to start registering for courses.



Welcome to your Student Centre

Complete tasks related to admission, registration, finance, graduation and exams...

Read More

UCID: [redacted]

To Do (0) Holds (0)

Enrolment Appointment
Enrollment Appointment
Details

Winter 2019 Spring 2019 Summer 2019 Fall 2019 Winter 2020

Shopping Cart (Potential / Pending Courses) - Winter 2019

Course Search Schedule Builder

Your Shopping Cart is empty. Please use Schedule Builder or Course Search to add classes.

Enrolled Courses - Winter 2019

Course (Units/Grading Basis)	Instructor	Location	Time	Day	Deadlines
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]

3. Select the term in which you wish to register for and the subject you want to search. After you have entered this information, click on the **Search** button.

Search for Classes
Enter Search Criteria

Search for Classes

Institution: University of Calgary

Term:

Select at least 2 search criteria. Select Search to view your search results.

Class Search

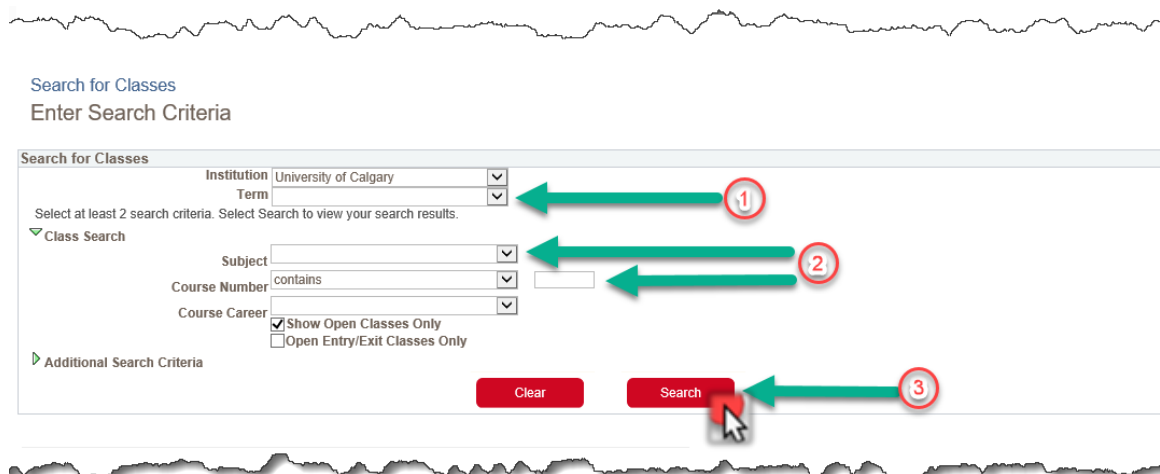
Subject:

Course Number:

Course Career:

Show Open Classes Only
 Open Entry/Exit Classes Only

Additional Search Criteria



4. Select the class that you wish to enroll in by clicking on the **Select** button.

Search Results

University of Calgary | Summer 2019

[My Class Schedule](#)
You are not registered for classes in this term.

[Shopping Cart](#)

The following classes match your search criteria Course Subject: Mathematics, Show Open Classes Only: Yes
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.

5 class section(s) found

▼ MATH 211 - Linear Methods I
Universal Student Ratings of Instruction

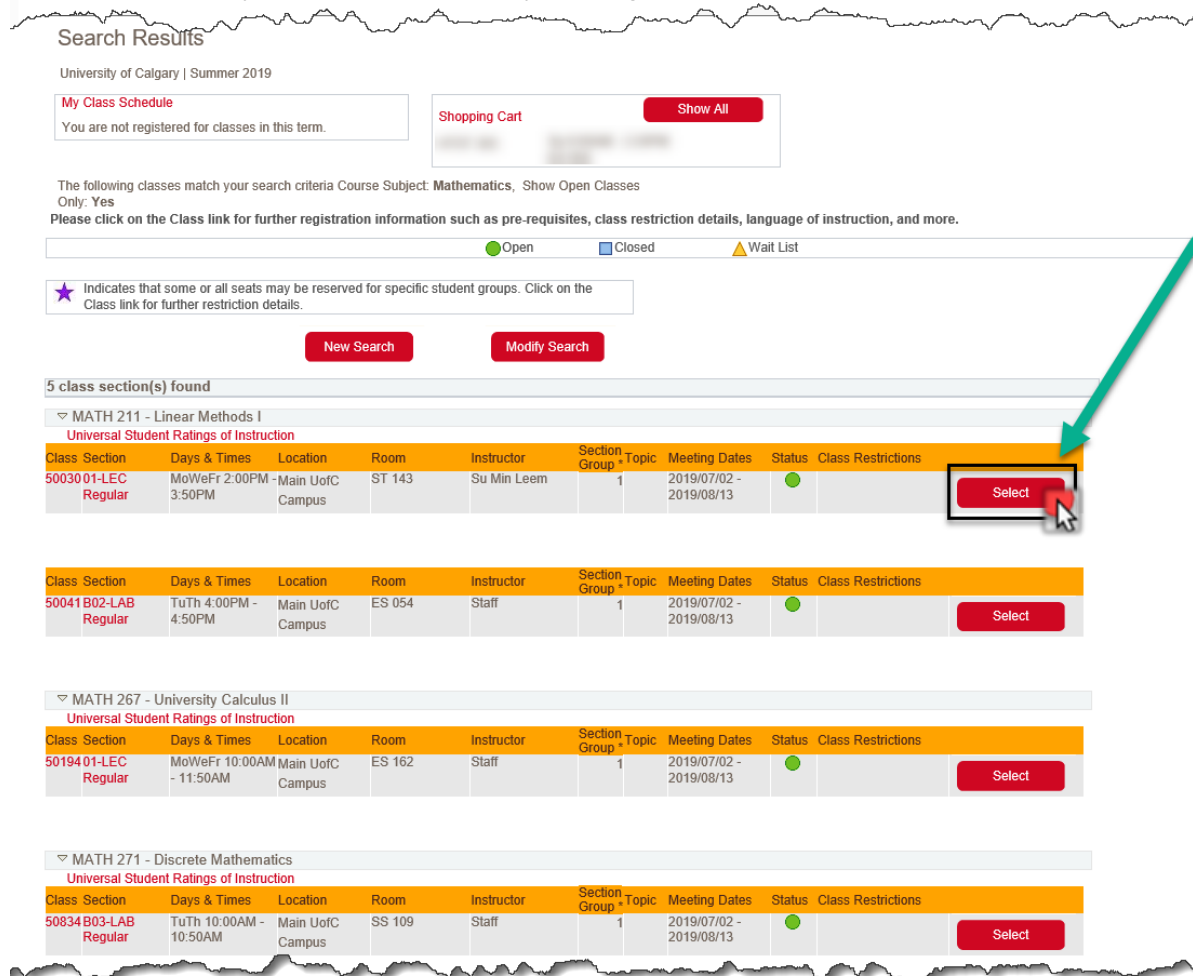
Class Section	Days & Times	Location	Room	Instructor	Section Group	Topic	Meeting Dates	Status	Class Restrictions
5003001-LEC Regular	MoWeFr 2:00PM - 3:50PM	Main UofC Campus	ST 143	Su Min Leem	1		2019/07/02 - 2019/08/13	●	
<input type="button" value="Select"/>									
50041 B02-LAB Regular	TuTh 4:00PM - 4:50PM	Main UofC Campus	ES 054	Staff	1		2019/07/02 - 2019/08/13	●	
<input type="button" value="Select"/>									

▼ MATH 267 - University Calculus II
Universal Student Ratings of Instruction

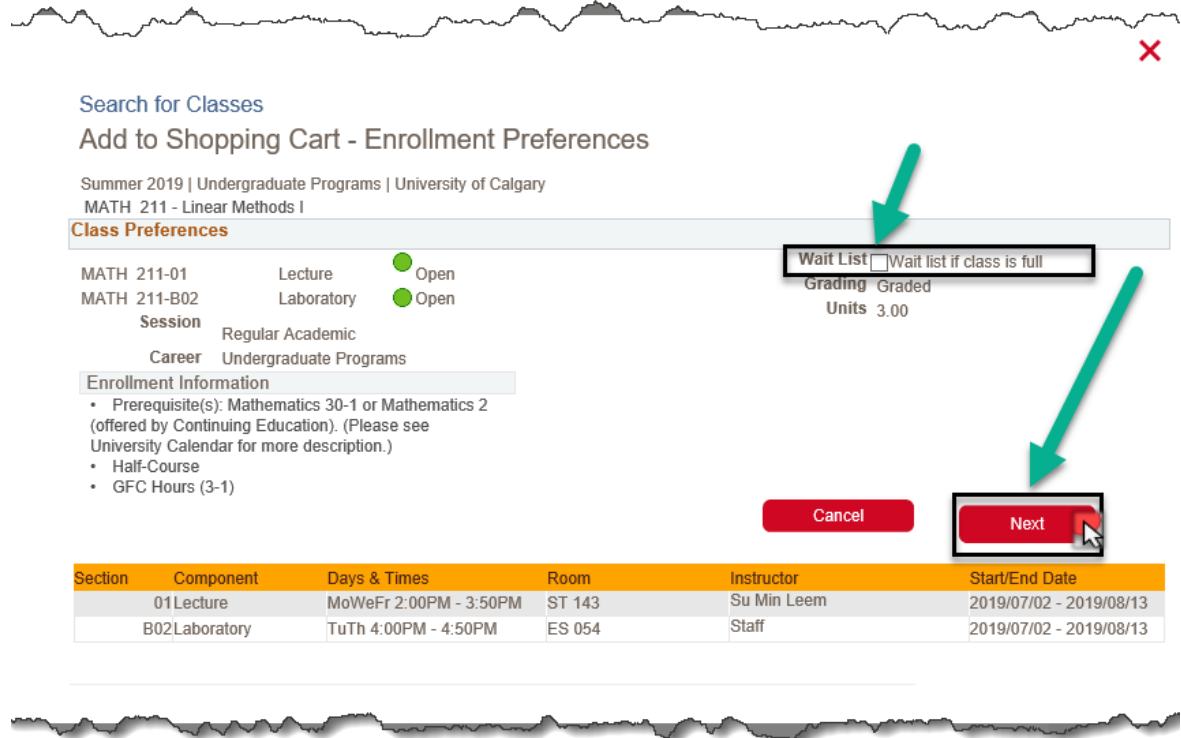
Class Section	Days & Times	Location	Room	Instructor	Section Group	Topic	Meeting Dates	Status	Class Restrictions
5019401-LEC Regular	MoWeFr 10:00AM - 11:50AM	Main UofC Campus	ES 162	Staff	1		2019/07/02 - 2019/08/13	●	
<input type="button" value="Select"/>									

▼ MATH 271 - Discrete Mathematics
Universal Student Ratings of Instruction

Class Section	Days & Times	Location	Room	Instructor	Section Group	Topic	Meeting Dates	Status	Class Restrictions
50834 B03-LAB Regular	TuTh 10:00AM - 10:50AM	Main UofC Campus	SS 109	Staff	1		2019/07/02 - 2019/08/13	●	
<input type="button" value="Select"/>									



5. Review your course selection, and click the **Next** button. Please be sure to check off the **Waitlist if class is full** box if you know that the class is full and you wish to be added to the waitlist.



Search for Classes

Add to Shopping Cart - Enrollment Preferences

Summer 2019 | Undergraduate Programs | University of Calgary
MATH 211 - Linear Methods I

Class Preferences

MATH 211-01 Lecture ● Open
MATH 211-B02 Laboratory ● Open

Session Regular Academic
Career Undergraduate Programs

Enrollment Information

- Prerequisite(s): Mathematics 30-1 or Mathematics 2 (offered by Continuing Education). (Please see University Calendar for more description.)
- Half-Course
- GFC Hours (3-1)

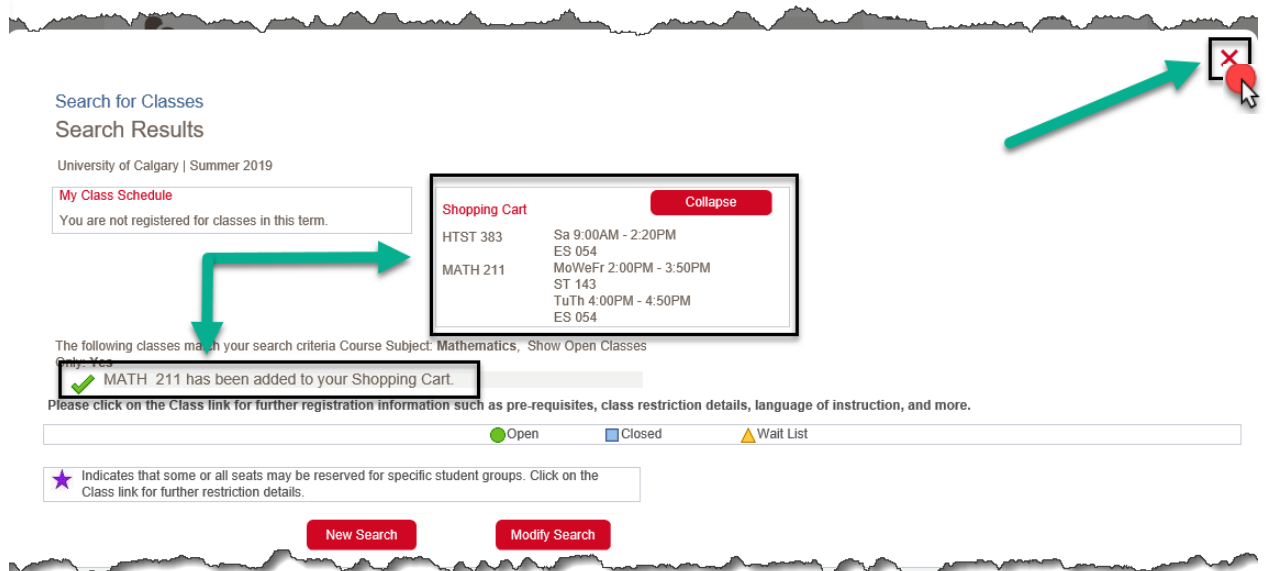
Wait List Wait list if class is full

Grading Graded
Units 3.00

Cancel Next

Section	Component	Days & Times	Room	Instructor	Start/End Date
01Lecture		MoWeFr 2:00PM - 3:50PM	ST 143	Su Min Leem	2019/07/02 - 2019/08/13
B02Laboratory		TuTh 4:00PM - 4:50PM	ES 054	Staff	2019/07/02 - 2019/08/13

6. You should now be able to see that the class(es) you chose were added to your shopping cart. At this point, you can either start a new search, or simply exit out of this screen by clicking on the X button. Please keep in mind that, at this stage, you have only added potential classes to your shopping cart, but you are not yet registered. Registration will happen in the next step.



Search for Classes

Search Results

University of Calgary | Summer 2019

My Class Schedule
You are not registered for classes in this term.

Shopping Cart Collapse

HTST 383 Sa 9:00AM - 2:20PM
ES 054

MATH 211 MoWeFr 2:00PM - 3:50PM
ST 143
TuTh 4:00PM - 4:50PM
ES 054

The following classes match your search criteria Course Subject: Mathematics, Show Open Classes

✔ MATH 211 has been added to your Shopping Cart.

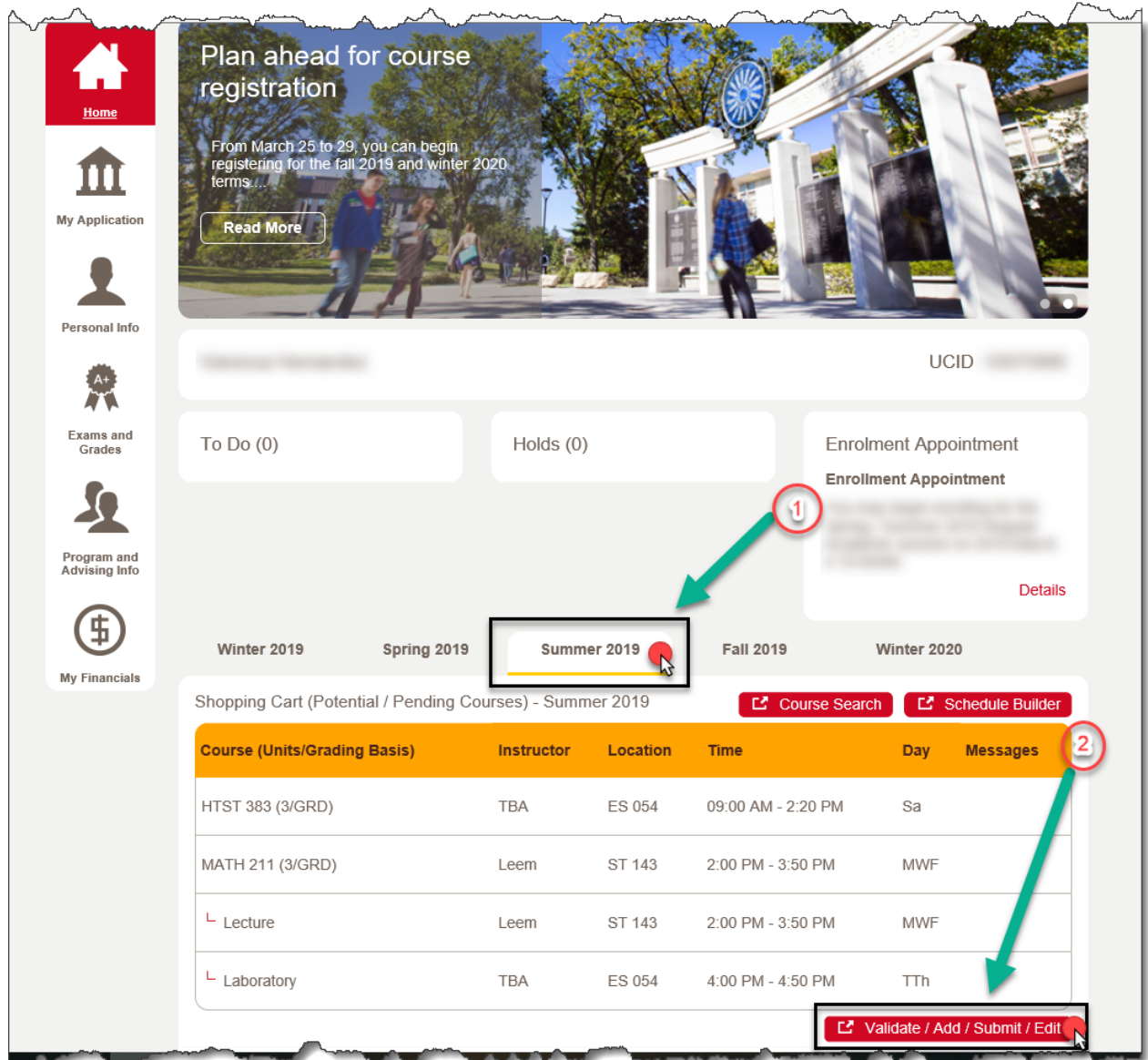
Please click on the Class link for further registration information such as pre-requisites, class restriction details, language of instruction, and more.

● 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

7. You will now need to go back to the **Home** screen of your Student Centre (Refer to steps 1-2 of this procedure) and scroll to the middle of the page to see your Shopping Cart. Select the term in which you are enrolling and then click on the **Validate/Add/Submit/Edit** button.



Plan ahead for course registration

From March 25 to 29, you can begin registering for the fall 2019 and winter 2020 terms...

Read More

UCID

To Do (0) Holds (0) Enrolment Appointment

Enrollment Appointment

Details

Winter 2019 Spring 2019 **Summer 2019** Fall 2019 Winter 2020

Shopping Cart (Potential / Pending Courses) - Summer 2019

Course Search Schedule Builder

Course (Units/Grading Basis)	Instructor	Location	Time	Day	Messages
HTST 383 (3/GRD)	TBA	ES 054	09:00 AM - 2:20 PM	Sa	
MATH 211 (3/GRD)	Leem	ST 143	2:00 PM - 3:50 PM	MWF	
Lecture	Leem	ST 143	2:00 PM - 3:50 PM	MWF	
Laboratory	TBA	ES 054	4:00 PM - 4:50 PM	TTh	

Validate / Add / Submit / Edit

8. Check off the boxes next to the courses that you wish to register for, and then click on the **Enroll** button.

Shopping Cart

Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term.
Summer 2019 | Undergraduate Programs | University of Calgary

Open Closed Wait List

Add to Cart
Enter Class Nbr
Enter

Find Classes
Class Search
Search

Select	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	HTST 383-01 (50125)	Sa 9:00AM - 2:20PM	ES 054	Staff	3.00	●
<input type="checkbox"/>	MATH 211-01 (50030)	MoWeFr 2:00PM - 3:50PM	ST 143	S. Leem	3.00	●
<input type="checkbox"/>	MATH 211-B02 (50041)	TuTh 4:00PM - 4:50PM	ES 054	Staff		●

for selected Delete Enroll

My Summer 2019 Class Schedule (You ARE registered or waitlisted in these)
You are not registered for classes in this term.

9. Click on **Finish Enrolling**.

Shopping Cart

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.
Summer 2019 | Undergraduate Programs | University of Calgary

Open Closed Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
HTST 383-01 (50125)	Mil History: Cold War & Beyond (Lecture)	Sa 9:00AM - 2:20PM	ES 054	Staff	3.00	●
MATH 211-01 (50030)	Linear Methods I (Lecture)	MoWeFr 2:00PM - 3:50PM	ST 143	S. Leem	3.00	●
MATH 211-B02 (50041)	Linear Methods I (Laboratory)	TuTh 4:00PM - 4:50PM	ES 054	Staff		●

Cancel Previous Finish Enrolling

10. You can now see if you were successful in enrolling into the classes you selected, and in the event that you were not, you can review what is preventing your registration under the Message section. At this point, you can either add another class, or return to your Student Centre and review your schedule by clicking on **My Class Schedule**.



Shopping Cart

1 2 3

3. View results

View the following status report for enrollment confirmations and errors
Summer 2019 | Undergraduate Programs | University of Calgary

✓ Success: enrolled ✗ Error: unable to add class

Class	Message	Status
HTST 383	Success: This class has been added to your schedule.	✓
MATH 211	Error: Unable to add as you do not meet the pre-, co-, or anti-requisite requirement for this course. Please refer to this course's description for requisite information. Learn more about requisites at http://www.ucalgary.ca/registration/support/faqs/choosecourses . Prerequisite(s): Mathematics 30-1 or Mathematics 2 (offered by Continuing Education). (Please see University Calendar for more description.)	✗



Add Another Class

End of Procedure.