Register for Classes

Once registration opens for the term, you can search for courses or use an existing plan you created or one from Degree Works to register for your classes.

Register for classes from these options

Find Classes  You can use this to find classes if you have not previously set up a plan in the Plan Ahead section.

Use the search fields to find a class you want to register for and click the Add button. See the Browse Classes document or video for an explanation of these search fields.
Find a class you want to register for and click the Add button

Your class will be displayed in the Calendar and in the Summary sections in Registration.

Click the Submit button to register
Click Search Again to find more classes.

**Enter CRNs**  If you know the CRNs of the classes you want to register for, you can enter them on this tab

Add all the CRNs for the classes and click Add to Summary button
Click the Submit button

**Plans**  Allows you to register using a Plan you created or Degree Works plan.
Student Plan

You can add part of the Plan or all courses within the plan.

To add only part of the plan, click the Add button at the end of the row for the course you want to register for.

To add all of the Plan to your registration, click the Add All button.

Any courses added from your plan will display in the Summary with a Pending status.
Click the Submit button to register for the courses in your Summary.

The status changes to Registered

Degree Works Plan

Minimize the plan you created by clicking the arrow

Maximize the Degree Works Plan
Add Sections to the Degree Works Plan - click the View Sections button

Select a section that fits your existing schedule. This course will preview with a Pending status in the Summary. Add any additional courses from the plan using this same method. Click the Submit button to register for the courses in your Summary.

Return to Plan

Add another course from the plan

Courses show as Pending

Click the Submit button

If there are errors, they will show in the top right under your name

Remove these courses or the courses causing the conflict
Click Submit

Make changes to your schedule until you are satisfied with the courses that show with Registered status.

**Drop/Delete Course** to Drop/Delete a course from your schedule, click in the Action dropdown and select Drop/Delete and Submit button.

*Note: You can drop/delete from Cyberbear during the first 15 days of the semester (or the equivalent for Part of Term)*