

**FALL 2009 – NO REGISTRATION REQUEST FORM WILL BE NEEDED. THE SYSTEM HAS BEEN ADJUSTED TO CORRECT ALL ERROR MESSAGES THAT WERE PREVIOUSLY BLOCKING STUDENTS FROM REGISTERING INTO SPED CLASSES.**

**Co-Requisite Registration Add Error Message:**

When registering for your Fall 2009 courses, please use the ADD OR DROP CLASSES menu to add courses that have required co-requisites.

You may use the Look Up Classes Menu to view the courses and add to your Worksheet but DO NOT REGISTER FOR CLASSES THROUGH THIS MENU. Write down your all your course CRNs and then go into the ADD OR DROP CLASSES menu placing ALL your CRNs you need to register into in the boxes at the bottom of the screen. Then SUBMIT YOUR CHANGES. This will register you directly into all of your requested courses without obtaining registration add error messages especially for co-requisite required for certain courses.

**To register for variable credit courses:**

The system will automatically register you for the lowest credit hour listed for a variable credit course.

If you need more credit hours then the lowest number of hours allotted, you will need to click on the credit hours through the Add or Drop Classes Menu which will show as a hyperlink.

This will take you into another menu where you will update the credit hours to reflect the appropriate number of hours needed and submit your changes at the bottom of the screen. To view the reflective correct credit hours, back out of the Add or Drop classes menu and view this menu once again or view your student schedule to make sure your credit hours are correct for the current semester.

**Course Section Comments:**

THROUGH THE **LOOK UP CLASSES MENU** - PLEASE CLICK ON THE CRN TO OBTAIN VALUABLE DEPARTMENT INFORMATION ABOUT SPED COURSES.

By clicking on the CRN, you will be advised of certain course sections (SPED 43981-Student Teaching, SPED 49525-Inquiry Professional Practice, SPED 43992/44092/44192-Field Experience, SPED 63992-Advanced Practicum) that may be set up for a particular program area of SPED students or advise you of the appropriate credit hours required for a particular course section or program area of students.