New Transfer Student Registration

Summer 2016
Using the Online Schedule of Classes
Using the Online Schedule of Classes

- The online schedule: [http://registrar.ucmerced.edu/go/schedule](http://registrar.ucmerced.edu/go/schedule)
  - Can search only open classes, or all classes
**Using the Online Schedule of Classes**

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**Class Schedule for Fall Semester 2016**

**NOTE:** Schedule Subject to Change

### Core

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course #</th>
<th>Course Title</th>
<th>Units</th>
<th>Actv</th>
<th>Days</th>
<th>Time</th>
<th>Bldg/Rm</th>
<th>Start - End</th>
<th>Instructor</th>
<th>Max Enrl</th>
<th>Act Enrl</th>
<th>Seats Avail</th>
</tr>
</thead>
<tbody>
<tr>
<td>30001</td>
<td>CORE-001-01</td>
<td>The World at Home Must Also Register for a Corresponding Discussion</td>
<td>0</td>
<td>LECT</td>
<td>F</td>
<td>3:30-5:20pm</td>
<td>CLSSRM 102</td>
<td>24-AUG 09-DEC</td>
<td>Staff</td>
<td>260</td>
<td>245</td>
<td>14</td>
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<td>30003</td>
<td>CORE-001-02D</td>
<td>The World at Home</td>
<td>4</td>
<td>DISC</td>
<td>MW</td>
<td>7:30-8:45am</td>
<td>CLSSRM 270</td>
<td>24-AUG 09-DEC</td>
<td>Staff</td>
<td>20</td>
<td>19</td>
<td>1</td>
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<tr>
<td>30010</td>
<td>CORE-001-09D</td>
<td>The World at Home</td>
<td>4</td>
<td>DISC</td>
<td>MW</td>
<td>6:00-7:15pm</td>
<td>CLSSRM 270</td>
<td>24-AUG 09-DEC</td>
<td>Staff</td>
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<td>19</td>
<td>1</td>
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<td>The World at Home</td>
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<td>DISC</td>
<td>MW</td>
<td>9:00-10:15pm</td>
<td>CLSSRM 270</td>
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<td>DISC</td>
<td>TR</td>
<td>7:30-8:45am</td>
<td>CLSSRM 270</td>
<td>24-AUG 09-DEC</td>
<td>Staff</td>
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<td>19</td>
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<td>F</td>
<td>3:30-5:20pm</td>
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<td>24-AUG 09-DEC</td>
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<td>6:00-7:15pm</td>
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<td>24-AUG 09-DEC</td>
<td>Staff</td>
<td>20</td>
<td>19</td>
<td>1</td>
</tr>
</tbody>
</table>

- **M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday**
- **CRN:** 5-digit number given to each course component (lecture, discussion, lab)
Using the Online Schedule of Classes

- Most courses have multiple components
- Be sure to record the 5-digit CRN for each component of each course – the CRN is how you will register for the course later

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course #</th>
<th>Course Title</th>
<th>Units</th>
<th>Actv</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>30001</td>
<td>CORE-001-01</td>
<td>The World at Home</td>
<td>0</td>
<td>LECT F</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Must Also Register for a Corresponding Discussion Section</td>
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<td>30003</td>
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<td>31129</td>
<td>CORE-001-12D</td>
<td>The World at Home</td>
<td>4</td>
<td>DISC MW</td>
<td></td>
</tr>
</tbody>
</table>
Using the Online Schedule of Classes

- Click on the link to the 5 digit number (CRN)

Clicking on the CRN link will allow you to view:
- Course description
- Pre-requisites
- Availability of seats

Course Detail

Course Detail for CRN: 30434

- Course: PSY 015
- Title: Research Methods in Psych
- Credit Hours: 4.00
- Course Fee: None
- Description:
  Survey of common methodological approaches in psychological research.

Your level status can not be one of the following Graduate

Prerequisites for this course
- PSY 010 Minimum Grade: C-

Registration Availability

<table>
<thead>
<tr>
<th>Seats</th>
<th>Capacity</th>
<th>Actual</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>176</td>
<td>130</td>
<td>46</td>
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</table>
Creating a Schedule
Enrollment Requirements

- **Full-time status:** 12 units
  - We suggest students enroll in 15-16 units each semester (4 courses)

- **Minimum progress:** Students must complete at least 24 units each academic year

- **Normal Progress:** Students are expected to complete their degree within 4 years (8 terms)
Add/Drop Deadlines

- Last day to add classes online: Tuesday, August 30th
- Last day to add classes (instructor permission): Wednesday, September 14th
- Last day to drop classes online: Wednesday, September 14th
- Last day to withdraw from a course (with a “W” on transcript): Wednesday, November 2nd

http://registrar.ucmerced.edu/schedules/deadlines
Consider This…

- Lectures, discussions, labs, and final exams cannot overlap.
- Register for the courses on your course planner, or GE List:
  - Lower Division Example: PSY 001, GASP 034 ✓
  - Upper Division Example: ANTH 152, ECON 100 ✓
  - Graduate Course Example: COGS 269 ✗
- Make sure you’ve met the pre-requisites for each course you select.
- What time of day do you work best?
- Is your course load feasible?

Upper division Anthropology courses recommend having a background in Anthropology.
Building a Schedule

- “Orientation Course Planner”
- Major courses
  - This may include prerequisites
- Upper Division non-major GE
“Upper Division Non Major GE List”

Select from the highlighted courses on this list.

Courses are selected per prerequisites you completed
Registration
Registration

- Log onto your portal [http://my.ucmerced.edu](http://my.ucmerced.edu)
- Select MyRegistration
Course Registration

Select Register/Add/Drop Classes
Course Registration

- Select the appropriate term - Fall 2016
- In each box, input one CRN each. **All linked course components must be submitted at once.**
- Click “Submit Changes” once you have entered all CRNs
Course Registration

- Verify that you were successfully enrolled

<table>
<thead>
<tr>
<th>Status</th>
<th>Action</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse</th>
<th>Sec Level</th>
<th>Cred</th>
<th>Grade Mode</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td><strong>Web Registered</strong> on Jun 22, 2015</td>
<td>None</td>
<td>30404 SOC</td>
<td>001</td>
<td>01</td>
<td>Undergraduate 4.000</td>
<td>Normal</td>
<td>Grade Grade</td>
<td>Introduction to Sociology</td>
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<tr>
<td><strong>Web Registered</strong> on Jun 22, 2015</td>
<td>None</td>
<td>30405 SOC</td>
<td>001</td>
<td>02D</td>
<td>Undergraduate 0.000</td>
<td>Normal</td>
<td>Letter Grade</td>
<td>Introduction to Sociology</td>
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</table>
If you encounter Add errors, pay close attention to the status on the far left (Link, Prereq, Time Conflict)

### Linked Course Required

<table>
<thead>
<tr>
<th>Status</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse Sec Level</th>
<th>Cred Mode</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Link Course Required. Course Requires Simultaneous Registration in a Corresponding Discussion and/or Lab. Submit All CRNS at the Same Time</td>
<td>30445</td>
<td>CSE</td>
<td>005 01</td>
<td>Undergraduate 4.000</td>
<td>Normal Letter Grade</td>
<td>Introduction to Computer Applications</td>
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</table>

Order Textbooks from the Bobcat Bookstore

### Pre-Prerequisite Not Completed

<table>
<thead>
<tr>
<th>Status</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse Sec Level</th>
<th>Cred Mode</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisite Not Completed. There Is Another Course that Must Be Completed Before Registering for this Course.</td>
<td>35094</td>
<td>PSY</td>
<td>161 01</td>
<td>Undergraduate 4.000</td>
<td>Normal Letter Grade</td>
<td>Perceptual Psychology</td>
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</table>

Order Textbooks from the Bobcat Bookstore

### Time Conflict

<table>
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<tr>
<th>Status</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse Sec Level</th>
<th>Cred Mode</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time Conflict with CRN 30414. Select a Different Section.</td>
<td>35002</td>
<td>ECON</td>
<td>145 01</td>
<td>Undergraduate 4.000</td>
<td>Normal Letter Grade</td>
<td>Health Economics</td>
</tr>
</tbody>
</table>

Order Textbooks from the Bobcat Bookstore
Congrats, you’ve enrolled!
Now let’s look at an example of a fall schedule
O365 WebMail
Access your o365 WebMail with a click of a button.

ANNOUNCEMENTS

Topic: Summer Session - Deadline to drop courses for Session B to receive a refund
Announcement: Continuing Students: June 24, 2016 by 4:00 pm is the deadline to drop courses in Session B to receive a 100% refund. See also: http://summersession.ucmerced.edu/home

Student Checklist
Please Note: Requirements listed in your checklist may not include all items you need to complete. For a comprehensive list of campus dates and deadlines visit: http://studentsfirst.ucmerced.edu/deadlines-and-calendars

Requirement | Status | Office  | Academic Year | Deadline
---|---|---|---|---
Graduation Application | Reviewed, Approved | Registrar | 2016-17 |
Loan Exit Counseling | Waived | Financial Aid | 2015-16 |
E-mail the UC Merced Office of the Registrar!

Register/Add/Drop Classes
To register, add, or drop a class, click on Register/Add/Drop Classes.

Look-Up Classes to Add
To find the Course Reference Number of the class that you want to add, click on Look-Up Classes to Add. For real-time schedule information for any term, also check registrar.ucterm.edu/go/schedule.

Concise Student Schedule
To view your class schedule, click on Student Schedule.

Student Schedule by Week
To view your schedule by day and time, click on Student Schedule by Week.

Check Your Registration Status and Appointment Time
To check when you can register, click on Check Your Registration Status.

View Books
Contact bookstore@ucmerced.edu. Reserve your textbooks by clicking the View Books link above. Two weeks prior to the term start, you will be able to view the required text books but will no longer be able to make an online reservation.

Voter Registration Information
For National Voter Registration Card information and information about registering to vote in California, click on Voter Registration Information.
| Time  | Monday                                      | Tuesday                                      | Wednesday                                | Thursday                                   | Friday                                      | Saturday                                   | Sunday                                    |
|-------|---------------------------------------------|----------------------------------------------|------------------------------------------|--------------------------------------------|---------------------------------------------|--------------------------------------------|
| 10am  | MATH 012-01                                 | MATH 012-01                                 | MATH 012-01                              | MATH 012-01                                | MATH 012-01                                 | MATH 012-01                                 | MATH 012-01                               |
|       | 20098 Lecture                              | 20098 Lecture                               | 20098 Lecture                            | 20098 Lecture                              | 20098 Lecture                               | 20098 Lecture                               | 20098 Lecture                             |
|       | 10:00 am-11:45 am                          | 10:00 am-11:45 am                           | 10:00 am-11:45 am                       | 10:00 am-11:45 am                         | 10:00 am-11:45 am                           | 10:00 am-11:45 am                         | 10:00 am-11:45 am                        |
|       | SSM 104                                    | SSM 104                                     | SSM 104                                  | SSM 104                                    | SSM 104                                     | SSM 104                                     | SSM 104                                   |
| 11am  |                                             |                                              |                                          |                                            |                                            |                                            |                                         |
| 12pm  |                                             |                                              |                                          |                                            |                                            |                                            |                                         |
| 1pm   |                                             |                                              |                                          |                                            |                                            |                                            |                                         |
| 2pm   |                                             |                                              |                                          |                                            |                                            |                                            |                                         |
| 3pm   | PH 005-01                                   | MATH 012-03D                                | PH 005-01                                | MATH 012-03D                               | PH 005-01                                   | PH 005-01                                   | PH 005-01                                 |
|       | 20422 Lecture                              | 20100 Discussion                            | 20422 Lecture                            | 20100 Discussion                           | 20422 Lecture                              | 20422 Lecture                              | 20422 Lecture                            |
|       | 3:00 pm-5:20 pm                            | 3:00 pm-4:45 pm                             | 3:00 pm-5:20 pm                         | 3:00 pm-4:45 pm                            | 3:00 pm-5:20 pm                            | 3:00 pm-5:20 pm                            | 3:00 pm-5:20 pm                          |
|       | CLSSRM 267                                 | CLSSRM 282                                  | CLSSRM 267                               | CLSSRM 267                                 | CLSSRM 267                                  | CLSSRM 267                                  | CLSSRM 267                               |
| 4pm   |                                             |                                              |                                          |                                            |                                            |                                            |                                         |
Using SSHA Advising Website
Using SSHA Advising Website

Transfer Orientation Resources

Below you will find documents and information to support you in learning more about SSHA, our advising office, and registering for courses.

- Learn more about SSHA
- Orientation Documents and additional resources (PowerPoints/Handouts)
- Registering for Courses
- Requesting a Prerequisite Override
- Preparing for Health Careers (Pre-Health Advising)
- Emailing SSHA Advising
What do I Do Now?

- Complete your schedule using the following links: 
  http://registrar.ucmerced.edu/go/schedule
  http://ssha-advising.ucmerced.edu/transfer_resources

- To register:
  - MyRegistration → Select Term → Enter CRNs → Click ‘Submit’

- Run a MyAudit to confirm your enrollment

- Interested in Pre-Health? Sign up here: 
  http://prehealth.ucmerced.edu/sign-up

- Complete the short advising survey

- Return your Orientation Course Planner to an Orientation staff member before leaving

Tips while registering

- Register for your major courses first!
- Refer to the “Orientation Course Planner” for your course selection
- Highlighted courses on the Upper Division non-major GE course list are the ones you have completed the prerequisites.