



# **College of Sciences**

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# **Registration Overview**

**Lorenzo's Student Center**

**Academic Information**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)  
[mySchedule Builder](#)

other academic... >>

**Enrollment Bulletin Board**      **Academic Calendar**

**This Week's Schedule**

Class	Schedule
EDH 6105-C002 LEC (57085)	Th 5:30PM - 9:20PM Room TBA

[Weekly Schedule >](#)  
[Enrollment Shopping Cart >](#)

**Finances**

**My Account**

[View My Account](#)  
[Fee Invoice](#)  
[Statement of Charges](#)  
[Student Direct Deposit](#)  
[Tuition Payment Plan](#)  
[1098-T Tax Management](#)

**You have no outstanding charges at this time.**

[Due Charges / ePay](#)  
[Donate Now To UCF](#)

To View:

my.ucf.edu > Click (directly on the word) "Student Self Service"

Under Academic Information > Click on "Plan"

- ▶ Personal Information
- ▶ Holds & To Dos
- ▶ Student Records
- ▶ Graduate Students
- ▶ International Students
- ▶ Undergraduate Admissions
- ▶ Student Accounts
- ▶ Financial Aid
- ▶ Scholarship Application
- ▶ Housing
- ▶ Dining Services
- ▶ User Settings
- ▶ Student Center

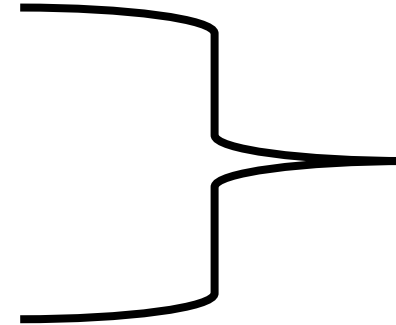
## Shopping Cart

### Select Term

**Select a term then select Continue.**

	Term	Career	Institution
<input type="radio"/>	Summer 2020	Graduate	University of Central Florida
<input type="radio"/>	Fall 2020	Graduate	University of Central Florida
<input type="radio"/>	Spring 2021	Graduate	University of Central Florida

Continue



Select the Term that you want to add classes for

Summer 2024

Change Term

Open

Closed

Wait List

Add to Cart

Enter Class Nbr

Enter



### Summer 2024 Shopping Cart

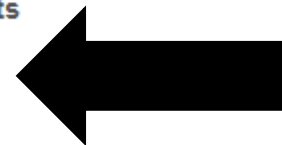
Select	Class	Days/Times	Room	Instructor	Units	Status

Find Classes

Class Search

My Requirements

Search



*Do not type in this text box*

Just Click "Search"

mySchedule Builder

Delete

Enroll

University of Central Florida | Summer 2020

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

Class Search

Subject  English

Course Number

Course Keyword

Course Career

Location

Special Course Group

Show Open Classes Only

Additional Search Criteria

Meeting Start Time

Meeting End Time

Days of Week

Mon  Tues  Wed  Thurs  Fri  Sat  Sun

Instructor Last Name

Instructor First Name

Class Nbr

Minimum Units

Maximum Units

Course Component

Session

Mode of Instruction

Department

[Return to Shopping Cart](#)

Step 1: Insert course prefix

Step 2: Enter course number  
Ex. ENC 1101

Uncheck this box to see waitlist classes

Step 3: Search!

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
50880	<a href="#">BW61-LEC B</a>	TBA	TBA	Garrett Arban	06/22/2020 - 07/31/2020	▲	Select
51054	<a href="#">BW62-LEC B</a>	TBA	TBA	Jennifer Flynn	06/22/2020 - 07/31/2020	▲	Select
51276	<a href="#">BW63-LEC B</a>	TBA	TBA	Jennifer Flynn	06/22/2020 - 07/31/2020	▲	Select
50879	<a href="#">BW64-LEC B</a>	TBA	TBA	Melissa Ringfield	06/22/2020 - 07/31/2020	▲	Select
51377	<a href="#">BW65-LEC B</a>	TBA	TBA	Caitlin Pierson	06/22/2020 - 07/31/2020	▲	Select
50693	<a href="#">BW66-LEC B</a>	TBA	TBA	Caitlin Pierson	06/22/2020 - 07/31/2020	▲	Select
51486	<a href="#">BW67-LEC B</a>	TBA	TBA	Luann Henken	06/22/2020 - 07/31/2020	▲	Select
51055	<a href="#">BW68-LEC B</a>	TBA	TBA	Ileia Mooney	06/22/2020 - 07/31/2020	▲	Select
51056	<a href="#">BW69-LEC B</a>	TBA	TBA	Ileia Mooney	06/22/2020 - 07/31/2020	▲	Select
Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	

Click on the section hyperlink to be taken to the Class Details page

***For students admitted for Summer B, make sure that the section number has a "B" listed***

When selecting classes, do not select the following building locations (not Main Campus)

- DPAC
- UWCV
- RSH

Section #'s in the **70's** range are designated for downtown majors

# Downtown Courses

Downtown courses are **not open** to main campus students, even if the course is online and requires no in person attendance

Downtown courses end with a section number of 70-79. This can also be seen on the class details page.

- Example: ENC 1101-C177

These locations are not on the main campus:

- **DPAC, UWCV** – Downtown
- **RSH** – Rosen campus

*Only certain College of Sciences majors can take downtown campus courses. (Digital Media, Human Communications, Communication and Conflict)*

## Shopping Cart

### 1. Select classes to add - Enrollment Preferences

Summer 2020 | Graduate | University of Central Florida  
ENC 1101 - COMPOSITION I

#### Class Preferences

ENC 1101-BW61      Lecture      ▲ Wait List

**Session** B - Second Six Weeks

**Career** Undergraduate

#### Enrollment Information

- GEP 1: Communication Foundation: A1
- GEP-Communication Foundations
- Gordon Rule Writing
- Interdisciplinary-Letters and Modern Languages

**Check this box if course is waitlisted**

Wait List  Wait list if class is full

Permission Nbr

Grading ABC/NC Grading

Units 3.00

*or even if it might become waitlisted while in your shopping cart!*

Cancel

Next


Section	Component	Days & Times	Room	Instructor	Start/End Date
BW61	Lecture		Online	Garrett Arban	06/22/2020 - 07/31/2020

#### NOTES

**Class Notes** Web-based course; WWW access, browser, e-mail required.  
This class section has been converted to a fully online W format in response to the COVID-19 crisis

## Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling.

 ENC 1101 has been added to your Shopping Cart.

Summer 2020 | Graduate | University of Central Florida

[Change Term](#)

 Open

 Closed

 Wait List

Add to Cart

Enter Class Nbr

[Enter](#)

Find Classes


Class Search

My Requirements

[Search](#)

[mySchedule Builder](#)

### Summer 2020 Shopping Cart

Select	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	ENC 1101-BW60 (50640)		Online	M. Faulconer	3.00	
<input type="checkbox"/>	ENC 1101-BW61 (50880)		Online	G. Arban	3.00	

for selected

[Delete](#)

[Validate](#)

[Enroll](#)

 Check with classes you want, then...

 Click here to enroll when  
it's your enrollment appointment  
time!



# General Registration Information

- **You can make changes to your schedule through the first week of classes**
- Being on a waitlist does not guarantee admission to the course. *(Always have a backup plan!)*
- **You can add yourself to multiple waitlists**
- If you enroll in a course that conflicts with one on the waitlist (same time or same class), the system will skip over you if you make it to the top of the waitlist.
- **If you have finished the prerequisites for a course but the credits have not posted, you need an override (next slide)**

# Overrides

- If you have previous credit for a course that is a prerequisite for one you are trying to take
- You must be able to upload proof (PDF or image with institution name, your name, date taken, grade/score)
- Acceptable credits include:
  - **College credit** (dual enrollment or community college) – completed with grade – **requires unofficial transcript from the college (not from your High School)**
  - **AP, IB, or AICE credit** – requires score report (may be unofficial) from Collegeboard, Cambridge, etc.
    - **No tests with unposted grades will be accepted.**

*Visit [sciences.ucf.edu/orientation](https://sciences.ucf.edu/orientation) and look for the green “Course Overrides” button*

# [sciences.ucf.edu/orientation](https://sciences.ucf.edu/orientation)

- Link to Override forms
- GEP & Major Documents
- Copy of this presentation for self-paced viewing
  - **Checkout Surveys\*\* REQUIRED**

## Two-Step Checkout:

### 1. COSAS Schedule Checkout Form

- Visit orientation link ([sciences.ucf.edu/orientation](https://sciences.ucf.edu/orientation))
- Click Blue “COSAS Schedule checkout” button
- Record your schedule & get it digitally signed off by an advisor

### 2. FTIC Checkout Survey

- Scan the [QR code](#) with your phone  
*(or use the [bit.ly](https://bit.ly/checkout24ftic))*
- Take the survey until the **STOP** sign.
- Bring your phone to an Orientation Leader.
- They will mark off that you have completed your Orientation.



[bit.ly/checkout24ftic](https://bit.ly/checkout24ftic)