

## Enrolling in Classes

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**What would you like to do?  
(Click on your selection)**

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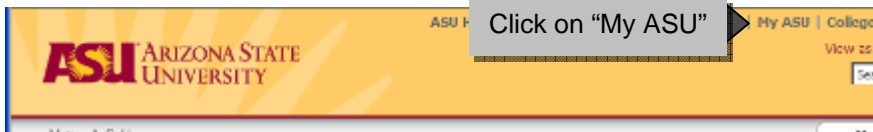
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# Enrolling in Classes

*Log in to the System: WWW.ASU.EDU*

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# How to Enroll in Classes

## Enroll in a Block of Classes

1

Add a class using one of the following:

Search for Class     
 ----- OR -----   
 Enter Class Nbr     
 ----- OR -----

2

Click View All below see all available class blocks

Available Class Blocks    1 of 3

Class Blocks: ED TTH11    
 ED8 308 TTH11

Class Nbr	Session	Subject	Catalog Nbr	
1 71776	REG	EED	420	Lang Arts/Mgmt/Assess Elem Sch
2 76265	REG	EED	480	Math Methods,Mgmt,Assess

3

Class Nbr	Session	Subject	Catalog Nbr	
1 71776	REG	EED	420	Lang Arts/Mgmt/Assess Elem Sch
2 76265	REG	EED	480	Math Methods,Mgmt,Assess
3 76286	REG	EED	496	Field Experience
4 83685	REG	SPE	416	Quality Prac/Collaborative Cls

Selected Class Block

You may select a class block code from the available class blocks section, or type in a known class block code above.

4

Class Nbr	Session	Subject	Catalog Nbr	
1 71776	REG	EED	420	Lang Arts/Mgmt/Assess Elem Sch
2 76265	REG	EED	480	Math Methods,Mgmt,Assess
3 76286	REG	EED	496	Field Experience
4 83685	REG	SPE	416	Quality Prac/Collaborative Cls

Are you sure you want to add the above class block?

## Enroll in an Individual Class

1

Select Term: 2007 Fall

Add a class using one of the following:

Search for Class     
 ----- OR -----   
 Enter Class Nbr     
 ----- OR -----

Type 5-digit class number, click Enter

2

↑ REPEAT STEPS 1 & 2 ABOVE FOR EACH CLASS ↑  
OUTSIDE OF A BLOCK

3

001	College Mathematics (Lecture)	MWF 7:30AM - 9:20AM	Class/Lab/Computer 104 (West)	Staff	3.00	<input type="checkbox"/>
001	Introduction To Psychology (Lecture)	TBA	Internet	R. Detzel	3.00	<input type="checkbox"/>

View All Classes in Cart  1 of 2

4

MWF 7:30AM - 9:20AM	Class/Lab/Computer 104 (West)	Staff	3.00	<input type="checkbox"/>
TBA	Internet	R. Detzel	3.00	<input type="checkbox"/>

# How to Enroll in Classes

## Search for an Open Class

1

My Classes

Spring 2008 Summer 2008 **Fall 2008**

POS 364 Natl Security/Intel/Terrorism Loftus

ENG 301 Writing for Professions Martinez

COM 326 Court Room Oratory Justus

ENG 321 Introduction to Shakespeare Thompson

ENG 321 Introduction to Shakespeare Fazel

JUS 105 Intro to Justice Studies Salm

MUP 361 Topic: Marching Hudson

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2

Class Search / Course Catalog

Term: **Fall 2008** Search Type: **Open classes**

Subject: **ENG** Number: **101** Level: **Undergrad**

Location: **Tempe** General Studies: **---**

Keywords:

**Search** Fill in the search parameters  
Click "Search"

Advanced Search

3

Click on the class number for more details. Each column can be sorted by clicking on the column header. Classes found: 6

Class	Course	Title	Units	Days	Start	End	Location	GS	Instructor	Seats Open
73047	ENG 101	First-Year Composition	3	T Th	1:30 PM	2:45 PM	Tempe - CPGCM203		Wilson	2 of 18
73050	ENG 101	First-Year Composition	3	M W F	2:00 PM	2:50 PM	Tempe - LL221		Calabrelli	1 of 18
73920	ENG 101	First-Year Composition	3	T	1:30 PM	2:45 PM	Tempe - COORL1-30 Online		O Shea, Staff	1 of 18
75067	ENG 101	First-Year Composition	3	M W F	2:00 PM	2:50 PM	Tempe - LL240		Young	1 of 18
80705					AM	8:20 AM	Tempe - LL43		Deits	19 of 18
80797					PM	1:45 PM	Tempe - SS212		Crotty	14 of 18

**Write down 5-digit number**

Additional course component required, such as a lab or lecture.  
 ⚠️ - Class only has reserved seating for a group left and may not be available.  
 📖 - Book list

[Go to Registration](#)

Go to "Enroll in an Individual Class"

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## Drop a Class

1

My Classes

Spring 2008 Summer 2008 **Fall 2008**

POS 364 Natl Security/Intel/Terrorism Loftus

ENG 301 Writing for Professions Martinez

COM 326 Court Room Oratory Justus

ENG 321 Introduction to Shakespeare Thompson

ENG 321 Introduction to Shakespeare Fazel

JUS 105 Intro to Justice Studies Salm

MUP 361 Topic: Marching Hudson

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2

my class schedule wish list class search add drop/withdraw swap edit

Drop Classes 1

### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

2008 Fall | Undergraduate | Arizona State University [change term](#)

Enrolled  Dropped

Select	Academic Calendar Deadlines	Class	Description	Days/Times	Location	Instructor	Units	Status
<input type="checkbox"/>		JUS 322-1001 (80282)	Domestic Violence (Lecture)	Th 5:40PM - 8:00PM	Lottie Coor Hall 184 (Tempe)	M. Adelman	3.00	✓
<input type="checkbox"/>		MAT 142-1003 (75764)	College Mathematics (Lecture)	MoWeF 5:15PM - 6:05PM	Physical Science F 123 (Tempe)	D. Sehan	3.00	✓
<input type="checkbox"/>		MPC 204-1003 (83350)	Special Topics: Introduction to Computer Music	TBA	Interna	J. Thomas	3.00	✓
<input type="checkbox"/>		POL 160-1003 (77404)	Global Politics (Lecture)	MoWeF 10:15AM - 11:35AM	Art Bldg. 220 (Tempe)	W. Liu	3.00	✓
<input type="checkbox"/>		POL 210-1003 (81440)	Political Ideologies (Lecture)	TuTh 6:00AM - 8:15AM	Payson Hall LL-26 (Tempe)	J. Rudloff	3.00	✓
<input type="checkbox"/>		WST 400-1001 (70446)	Pro-Seminar: Gender/Religion/Global Violence (Lecture)	Tu 1:30PM - 4:00PM	West Hall 120 (Tempe)	A. Durfee	3.00	✓

**Drop Selected Classes**

# How to Enroll in Classes

## Enroll in a Class with a Lab

my class schedule class search add drop swap edit

Add Classes

### 1. Select classes to add - Class Search Results

When available, click View All Sections to see all sections of the course.

Arizona State University | 2007 Fall

The following classes match your search criteria Course Subject: **Chemistry**, Course Number contains '101', Show Open Classes Only: **Y**

Reserved Seats Only Open Closed

Close Start A New Search

CHM 101 - Introductory Chemistry

View All Sections First 1-3 of 16 Last

Section	Status	select class
1001-LEC(74807)	Open	select class
Session Regular		
<b>Days &amp; Times</b>	<b>Location / Map</b>	<b>Instructor</b>
TuTh 5:00PM - 6:15PM	Class/Lab/Computer 246 (West)	Jennifer Donovan
<b>Meeting Dates</b>	8/20/2007 - 12/13/2007	
Section 1001-LEC(74644)	Status Open	select class
Session Reg		
<b>Days &amp; Times</b>	<b>Instructor</b>	<b>Meeting Dates</b>
MWF 8:40AM	34 Richard Bauer II	8/20/2007 - 12/13/2007

LEC = Lecture, LAB = Lab

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Add Classes

### 1. Select classes to add - Related Class Sections

2007 Fall | Undergraduate | Arizona State University

**CHM 101 - Introduction to Chemistry** ← The Lecture you chose in previous step

Lecture selected: Section 1001  
TuTh 5:00PM - 6:15PM Class/Lab/Computer 246 (West)

Open Closed

Select Laboratory section (Required):

Class Nbr	Section	Schedule	Location	Instructor	Status
74808	1002	Tu 6:30PM - 9:15PM	Class/Lab/Computer 367 (West)	J. Donovan	Open
85163	1003	Th 6:30PM - 9:15PM	Class/Lab/Computer 367 (West)	J. Donovan	Open
88705	1004	F 3:30PM - 6:15PM	Class/Lab/Computer 367 (West)	Staff	Closed

View All Sections First 1-3 of 3 Last

Cancel Next

My Class Schedule Class Search Add Drop Swap Edit

go to ...

my class schedule class search add drop swap edit

Add Classes

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

2007 Fall | Undergraduate | Arizona State University

**CHM 101 - Introduction to Chemistry**

**Class Preferences**

CHM 101-1001 Lecture Open

CHM 101-1004 Laboratory Open

Grading Standard Grading

Units 4.00

Requirement Designation Satisfies General Studies - SQ

Session Regular

Career Undergraduate

Enrollment Information

- Satisfies General Studies - SQ

Cancel Next

# How to Enroll in Classes

## Common Error Messages:

### Reserve Capacity

2007 Fall | Undergraduate | Arizona State University

✔ Success: enrolled
✘ Error: unable to add class

Class	Message	Status
ASU 101	<b>Error:</b> You are unable to enroll in this class at this time. Available seats are reserved and you do not meet the reserve capacity requirements.	✘

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**Cause:** The open seats in the class are reserved and unavailable.

**Solution:** Search for a different, open section of the class.

### Time Conflict

2007 Fall | Undergraduate | Arizona State University

✔ Success: enrolled
✘ Error: unable to add class

Class	Message	Status
MAT 243	<b>Error:</b> You cannot add this class due to a time conflict with class 77056. Select another class.	✘

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**Cause:** The class you are enrolling in is at the same time as another class in your schedule.

**Solution:** Search for a section at a different time.

### Term Maximum Exceeded

2007 Fall | Undergraduate | Arizona State University

✔ Success: enrolled
✘ Error: unable to add class

Class	Message	Status
MAT 242	<b>Error:</b> Unable to add this class - term maximum exceeded. The class you requested will exceed the maximum number of hours you are allowed to take. If you wish to register for more hours than the maximum hours allowed, you must petition the standards committee of the college in which you are enrolled. (Graduate students must petition the Division of Graduate Studies.)	✘

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**Cause:** Trying to enroll in more class hours than allowed

**Solution:** Contact your advisor

### Requisites not met

2007 Fall | Undergraduate | Arizona State University

✔ Success: enrolled
✘ Error: unable to add class

Class	Message	Status
MAT 266	<b>Error:</b> Unable to add this class - requisites have not been met. Unable to add this class - requisites have not been met. Click Fix Errors. Click on the class in your shopping cart to view requisites under Enrollment Information.	✘
	<b>Error:</b> You are required to take this requirement designation for this class. This class satisfies a general studies requirement or is available for honors credit. Please see the Requirement Designation information in the Class Schedule.	✘

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**Cause:** You haven't met the requirements of the class.

**Solution:** Search for the class again and note the requirements for enrollment for the class. Contact your Advisor.

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