MyUI Registration

This page details the various methods and courses students can register for via MyUI. Eligible students must login into MyUI in order to use the Registration feature.

Register for Stand Alone Section

Information regarding registering for a Stand Alone section in MyUI.

- Browse or Search for courses on MyUI to find sections to enroll in.
- Only Open sections will have the Enroll button available.
  - The enroll button for registering can be found on the Course Browse Results page or the Section Detail on an individual section.
- After the Enroll button is selected, MyUI will display the option to “Add” the section to a schedule, or “Cancel” the enrollment process for that section.
- Once the “Add” button has been selected then the following message will appear in MyUI if registration was successful: “Successfully registered for SUBJ:CRSE:SECT”
- Check Course Schedule to confirm selection.

Register for Lecture and Mandatory Lab or Discussion

Information regarding registering for a Lecture and mandatory related Lab or Discussion section in MyUI.

- Browse or Search for courses on MyUI to find sections to enroll in.
- Only Open sections with the Credit Hours assigned will have the Enroll button available.
  - The related Lecture will not have the Enroll button, but will instead have the statement “This section is automatically added”
- After the Enroll button is selected, MyUI will display the option to “Add” the section to a schedule, or “Cancel” the enrollment process for that section.
- Once the “Add” button has been selected then the following message will appear in MyUI if registration was successful: “Successfully registered for SUBJ:CRSE:SECT”
  - The Lecture will be automatically be automatically added to the schedule once the related Lab or Discussions is chosen.
- The Lecture and Lab or Discussion will be added to the Course Schedule.
- Check Course Schedule to confirm selection.

Register for Lecture with Preferred Lab, and Discussion combination

Information regarding registering for a Lecture, related Lab and Discussion combination sections in MyUI.

- Browse or Search for courses on MyUI to find sections to enroll in.
- Only Open sections will have the Enroll button available.
- The related Lecture, Lab and Discussion sections will each have the Enroll button, but will also include a statement with what other sections need to be selected. (i.e. Choose 1 Discussion, 1 Lecture when registering; or Choose 1 Lab, 1 Discussion when registering”
- After the Enroll button is selected for the first section, MyUI will display the ability to select the other Lecture, Lab, or Discussion options.
- When all options are selected, the “Add” or “Cancel” button must be clicked to complete or cancel the process.
- Once the “Add” button has been selected then the following message will appear in MyUI if registration was successful: “Successfully registered for SUBJ:CRSE:SECT”
- All selected sections will be added to the Course Schedule.
- Check Course Schedule to confirm selection.

Register for an Independent Study Course

Information regarding registering for an Independent Study (:IND) section in MyUI.

- Browse or Search for courses on MyUI to find sections to enroll in.
- Only Open sections will have the Enroll button available.
- Once the enroll button is clicked there will be a list of available instructors to choose from. Arrangements with faculty about the nature of the Independent Study should be established before enrolling.
- After the instructor is selected the section will appear on the Course Schedule.
- Check Course Schedule to confirm selection.