

Registration Tips

Since registration time is upon us, below are a few reminders to help you out.

- Research classes before your registration time to find alternative sections and classes that will work for you. Use the **Class Schedule Planner** at <http://planner.iastate.edu/planner.jsp>.
- Classes may fill up so keep checking for openings on the **ISU Schedule of Classes** website (<http://classes.iastate.edu/>). Do not rely solely on your adviser as you may be able to act more quickly on openings than we can.
- Register for classes on your start date! If you need your RAN (Registration Access Number) please come in for an advising appointment.
- It is VERY important to check on the class you want periodically to see if new seats have opened up. There will be a lot of fluctuations in openings for courses at the University. The following things may impact available spaces during this time:
 - Some seats may open up as departments or learning communities release them or as larger rooms or additional sections become available.
 - Students may drop their seats in courses due to a change in plans (internship/study abroad/change in major) or because of not passing a pre-requisite.
 - Some students will drop courses when final grades come out at the end of the semester if they need to retake a prerequisite course (e.g. a student is registered for MATH 166, but received a "D" in MATH 165, so the student drops MATH 166 to retake MATH 165)
 - Also, departments will look at their waitlists and *may* make changes based on interest for a course. Please contact the appropriate department for the course you want for more information (e.g. Mathematics Dept. for MATH 166 or English Dept. for ENGL 250, etc.)
- If you need a class that is **closed** or says **reserved**, make sure it is not restricted to a specific major or learning community. Then, go ahead and register for the course and section you want (i.e. 'add it'). Registering for a class (even though it says 'full') will automatically put you on the **wait list**. However, if there are multiple sections, there will not be a wait list until ALL the sections are closed.

Remember, registration is a process and not a one-time event! Many students change their schedule over the next few months using this flexibility to get the best fit schedule.

You may need to be patient in order to get your ideal schedule but everything should work out in the end!

For a great registration video "How-To", see: <http://www.cyclonelife.net/2014/03/march-madness-11-steps-to-help-you-register-for-classes/>

If you still are having problems at the beginning of the semester, **Contact the CCEE Undergraduate Advising Center at 515-294-9926 or twerp@iastate.edu to make an advising appointment.**