

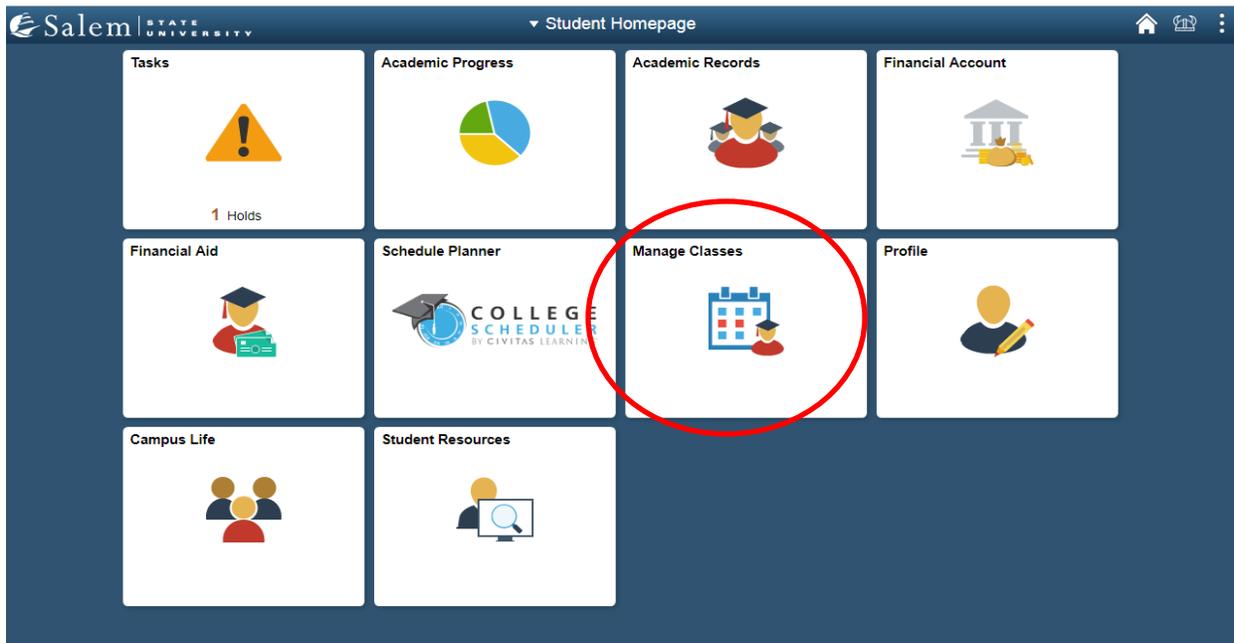
Student Navigation Center

How to: Register for Classes

1. Log into Navigator.



2. Once at the Student Homepage, click on "Manage Classes".



3. Next, click on "Class Search and Registration". Then select the term you wish to register for and click "Continue".

Student Homepage Enrollment Shopping Cart

Class Search and Registration

My Weekly Schedule

Enrollment Dates

Make a Payment

Course Catalog

Online University Catalog

Select a term then select Continue.

Term	Career	Institution
Summer 2019	Undergraduate	Salem State University
Fall 2019	Undergraduate	Salem State University

Continue

Go to top

4. If you know the four-digit class number of the class you are registering for, enter it in the box found under "Add to Cart". Or, under "Find Classes", click on the "Search" button to search for classes.

Manage Classes Enrollment: Add Classes

Salem State Student ID: 0910012

Search Enroll

My Class Schedule | Add | Drop | Swap | Term Information

Add Classes

1. Select classes to add

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Fall 2019 | Undergraduate | Salem State University

Change Term

Open Closed

Add to Cart

Enter Class Nbr

Enter

Delete	Class	Days/Times	Room	Instructor	Units	Status
	HST 101-T1 (1909)	Mo 8:00AM - 10:40AM	TBA	D. Seger	3.00	

Find Classes

Class Search

Search

Proceed to Step 2 of 3

My Fall 2019 Class Schedule

You are not registered for classes in this term.

5. Select a course subject by typing in the three-letter abbreviation next to "Select Subject". If the abbreviation is not known, click on the "Select Subject" button and find the abbreviation listed alphabetically.

i.e. English = ENL

Type the course number in the blank box next to "Course Number". If you are unsure of the course number, you may complete the search without it if you are generally searching for classes within a subject, rather than a specific class.

Choose your "Academic Group" to determine undergraduate day, undergraduate continuing education, or graduate classes.

Use additional search criteria such as "Course Attributes" and "Course Attribute Values" to select for specific types of classes like personal growth & responsibility or human past.

Search for Classes

Enter Search Criteria

Search for Classes

Institution:

Term:

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

Class Search

Subject:

Course Number:

Course Career:

Show Open Classes Only

Academic Group:

Session:

Additional Search Criteria

Meeting Start Time:

Meeting End Time:

Days of Week:

Mon Tues Wed Thurs Fri Sat Sun

Instructor Last Name:

Class Nbr:

Course Keyword:

Minimum Units:

Maximum Units:

Course Component:

Mode of Instruction:

Campus:

Location:

Course Attribute:

Course Attribute Value:

6. Scroll through the search results and click “Select” next to the class that you would like to register for. Pay close attention to the meeting days and times, as well as meeting dates. To learn more information about any particular class section, click on the four digit number listed under the "Class" heading.

Search Results

Use the class section links to access additional class detail

Salem State University | 2019 Fall

My Class Schedule You are not registered for classes in this term.	Shopping Cart Your shopping cart is empty.
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The following classes match your search criteria Course Subject: **English (ENL)**, Course Number is exactly **'110'**, Course Career: **Undergraduate**, Show Open Classes Only: **Yes**

Open Closed

[Return to Add Classes](#) [New Search](#) [Modify Search](#)

2 class section(s) found

▼ ENL 110 - FOUNDATIONS OF WRITING

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
1847	S1-LEC DGCE	We 4:30PM - 6:50PM	Meier Hall room 205	Leslie Smith	09/04/2019 - 12/20/2019	●	Select
2748	SP1-LEC Spec Prog	TuTh 12:30PM - 2:00PM	TBA	Theresa DeFrancis	09/04/2019 - 12/20/2019	●	Select



[Return to Add Classes](#) [New Search](#) [Modify Search](#)

[Go to top](#)

7. Review the enrollment information. Then, click “Next” to add the class to your shopping cart.

← Shopping Cart
Enrollment: Add Classes

Jenny Student ID: 0900015

[Search](#) | [Enroll](#)
[My Class Schedule](#) | [Add](#) | [Drop](#) | [Swap](#) | [Term Information](#)
 Add Classes 1 2 3

1. Select classes to add - Enrollment Preferences

Fall 2019 | Undergraduate | Salem State University
 ENL 110 - FOUNDATIONS OF WRITING

Class Preferences

ENL 110-S1	Lecture	● Open	Grading Graded
Session	Continuing and Graduate Study		Units 3.00
Career	Undergraduate		

Enrollment Information

- Written Communication-Level I
- Transitional Mod Written Communication I

[Cancel](#) [Next](#)

Section	Component	Days & Times	Room	Instructor	Start/End Date
S1	Lecture	We 4:30PM - 6:50PM	Meier Hall room 205	Leslie Smith	09/04/2019 - 12/20/2019

[Go to top](#)

8. To complete your registration, click the button that reads “Proceed to Step 2 of 3”.

Shopping Cart Enrollment: Add Classes

Jenny Student ID: 0900015

Search Enroll

My Class Schedule | Add | Drop | Swap | Term Information

Add Classes

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

ENL 110 has been added to your Shopping Cart.

Fall 2019 | Undergraduate | Salem State University

Change Term

Open Closed

Fall 2019 Shopping Cart							
Add to Cart	Delete	Class	Days/Times	Room	Instructor	Units	Status
Enter Class Nbr <input type="text"/> Enter		ENL 110-S1 (1847)	We 4:30PM - 6:50PM	Meier Hall room 205	L. Smith	3.00	

Find Classes

Class Search

Search

Proceed to Step 2 of 3

9. Confirm the classes that you would like to register for. Then, click “Finish Enrolling”.

Shopping Cart Enrollment: Add Classes

Jenny Student ID: 0900015

Search Enroll

My Class Schedule | Add | Drop | Swap | Term Information

Add Classes

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

Fall 2019 | Undergraduate | Salem State University

Open Closed

Description	Days/Times	Room	Instructor	Units	Status	Class
FOUNDATIONS OF WRITING (Lecture)	We 4:30PM - 6:50PM	Meier Hall room 205	L. Smith	3.00		ENL 110-S1 (1847)

Cancel Previous Finish Enrolling

Go to top

10. A green check mark indicates successful enrollment. A red “X” indicates the registration was not successful. If you received a red “X”, please read then message and then take appropriate action.

Shopping Cart Enrollment: Add Classes

Jenny Student ID: 0900015

Search Enroll

My Class Schedule | Add | Drop | Swap | Term Information

Add Classes

3. View results

View the following status report for enrollment confirmations and errors

Fall 2019 | Undergraduate | Salem State University

Success: enrolled X

Class	Message	Status
ENL 110	Success: This class has been added to your schedule.	✓

My Class Schedule Add Another Class

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