

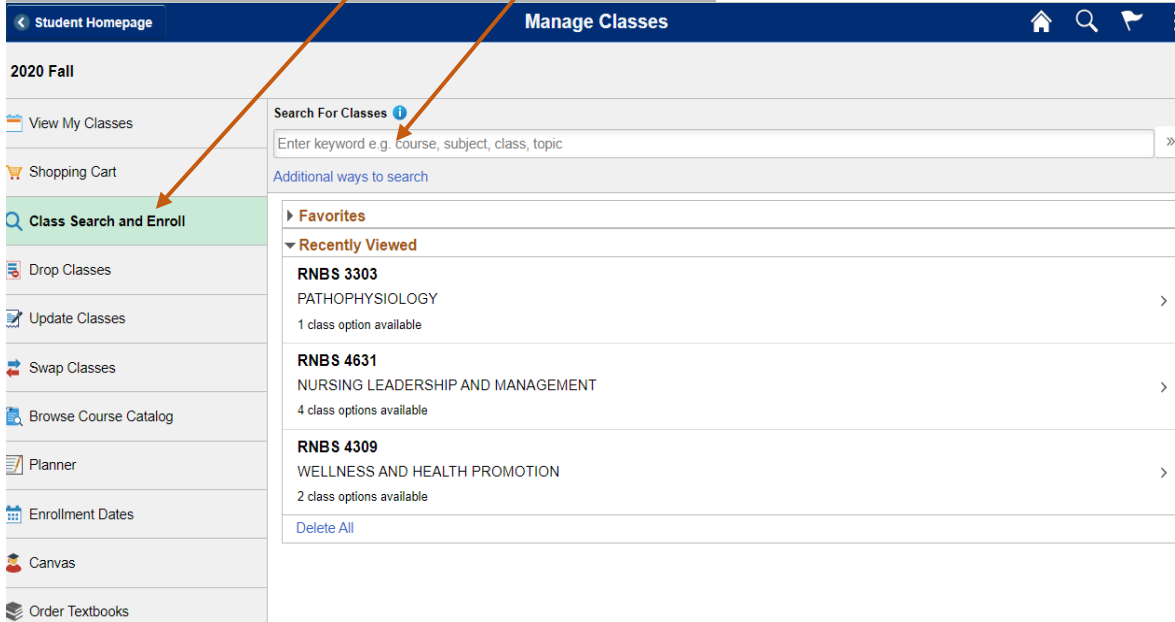
Searching/Enrolling in classes



- When in your MyUTTyler Student Homepage, select the Manage Classes tile.

- You should see an option on the left hand menu that says “class search and enroll”, select this option.

- You enter search information in the search for classes box or select “additional ways to search”. Your most recent class searches will still display.



Additional ways to search

Available Subjects

Catalog Number
 contains value

Instructor Last Name
 contains word

- Under additional ways to search you can search through the dropdown box for different available subjects, search using the catalog number, or search the instructors last name.

- When you find the subject you would like to enroll in select that option.

- Now click the green Search option.

Additional ways to search

Available Subjects
 Accounting
 Allied Health Science
 Anthropology
 Applied Music
 Art
 Biology
 Business Law
Chemical Engineering
 Chemistry
 Chinese
 Civil Engineering
 Communication
 Communication Sciences and Disorders
 Communication Studies
 Computer Science
 Computer Science
 Construction Management
 Counseling
 Criminal Justice

- The available open classes will appear under search results. You can change the search filters on the left-hand menu.

- Once you have found the class you are interested in taking select the class to view all details.

Class Search Results

View Search Results
 3 Courses with keyword: CHEN

Open Classes Only

- CHEN 2310
INTRODUCTION TO CHEMICAL ENGINEERING
1 Class Option Available
- CHEN 3302
CHEMICAL ENGINEERING THERMODYNAMICS II
1 Class Option Available
- CHEN 3310
CHEMICAL ENGINEERING MATERIALS
1 Class Option Available

Class Status
Open Classes Only

Course Career
Undergraduate

Subject
CHEN / Chemical Engineering

Number of Units
1 - 3 Units

Location
UT Tyler Main Campus

Campus
UT Tyler Main Campus

Course Information

2020 Fall

ENGL 1302
COLLEGE COMPOSITION II

★ Add to favorite courses
 ▶ Course Information
 ▼ Class Selection

Select a class option

| Option | Status | Session | Class | Meeting Dates | Days and Times | Room | Instructor | Seats |
|--------|--------|--------------------------|-------------------|-------------------------|---|-------------------------|-----------------|-----------------------|
| 1 | Open | Regular Academic Session | 1 Lecture - 80159 | 08/24/2020 - 12/12/2020 | Monday Wednesday Friday 10:10AM to 11:05AM | HPR Bldg Room 00252 | Tara Propper | Open Seats 1 of 24 |
| 2 | Open | Regular Academic Session | 1 Lecture - 80170 | 08/24/2020 - 12/12/2020 | Tuesday Thursday 9:30AM to 10:50AM | Arts and Sciences 00104 | Miriam Rowntree | Open Seats 1 of 24 |

- The selected course will open so that you may review the sections available. Select the section you wish to be enrolled in.

Class Search and Enroll

2020 Fall Undergraduate The University of Texas at Tyler

Step 1 of 4: Review Class Selection

You have selected
ENGL 1302 COLLEGE COMPOSITION II

Option Status Open

| Class | Session | Meeting Dates | Days and Times | Seats |
|-------------------|--------------------------|-------------------------|--|--------------------|
| 1 Lecture - 80169 | Regular Academic Session | 08/24/2020 - 12/12/2020 | Monday Wednesday Friday 10:10AM to 11:05AM | Open Seats 1 of 24 |

Next >

- Review the class and section information to confirm this is the class you would like to move forward with. When you are ready select the Next option in the top right corner.

Class Search and Enroll

2020 Fall Undergraduate The University of Texas at Tyler

Step 2 of 4: Review Class Preferences

ENGL 1302 COLLEGE COMPOSITION II

1 Lecture - 80169 - Open

Permission Number

Accept

Requirement Designation - Core - 910 Communication or Component Area Option

Take Requirement Designation

- Now you have the opportunity to enter a permission code if you have received one from your department.

- To move forward with or without a permission code select the green "Accept" option.

Class Search and Enroll

2020 Fall Undergraduate The University of Texas at Tyler

Step 3 of 4: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?

Enroll

Add to Shopping Cart

Next >

- You can now decide if you would like to add the course to your shopping cart and continue searching or go ahead and enroll in this one course.

- Once you have chosen your desired outcome, select the Next option in the top right corner.

Class Search and Enroll

2020 Fall Undergraduate The University of Texas at Tyler

Step 4 of 4: Review and Submit

You have selected to enroll in

ENGL 1302 COLLEGE COMPOSITION II

Option Status Open

| Class | Session | Meeting Dates | Days and Times | Seats |
|-------------------|--------------------------|-------------------------|--|--------------------|
| 1 Lecture - 80169 | Regular Academic Session | 08/24/2020 - 12/12/2020 | Monday Wednesday Friday 10:10AM to 11:05AM | Open Seats 1 of 24 |

Submit

- Step 4 is the final review of the course information before either enrolling or adding it to your cart. Select the green "Submit" option to continue.

Confirmation

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View My Classes

Shopping Cart

Class Search and Enroll

Drop Classes

ENGL 1302 - COLLEGE COMPOSITION II

Unable to complete your request. You do not have access to perform this transaction at this time.

Return to Class Search Results

Return to Keyword Search Page

- The next page will confirm you are enrolled. If the enrollment was successful you should see a green check mark next to the course. If the enrollment was not successful you will see a red X next to the course. You should also see an explanation of the error message on screen. Its best to contact your academic advisor or the One-Stop when you receive enrollment errors.

One-Stop
903.566.7180
enroll@uttyler.edu
www.uttyler.edu/enroll