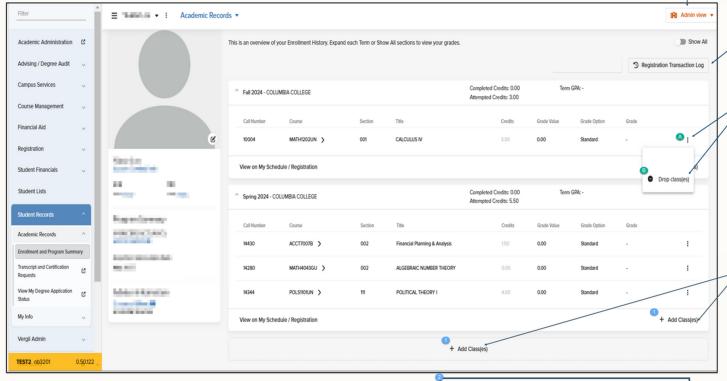


Registration and Enrollment Quick Guide

Administrative Registration - Student Academic Records



Toggle between Admin and Student View of the Academic Records



View the Registration Transaction Log to see their entire history of Registration Activity

Drop Classes and Modify Student Records

Drop Reason * Drop with No Refund (DR)			
Drop with No Retund	(DR)		
Selected Students			
periodical States in S			
Student Name	UNI	Registered Date	Grade
Ima Aamir	ibs2108	Dec 5, 2024	

Add Classes directly to the student record and Skip Registration Conflicts

Skip registration conflicts		
Complete this section if you would like to skip any registratic with these conflicts being added to the class. Unchecked co being added to the class.		
Select all		
Class is not open to student's School or Program		
Student does not meet pre-requisites for the class		
Class conflicts with a class already on student's Schedule	,	
Student has already taken the course		
Student has reached max class load for the term		
Student has reached max credit load for the term		
Student has reached max credit load for waitlisted and re	egistered classes	for the term
Class is full		
		☐ Notify studer
	Close	Proceed with Adding Student(s