Enrollment Add Using Permission Number

Navigation:
Self Service > Student Center

**Page**

<table>
<thead>
<tr>
<th><strong>Action(s) to be taken</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Click <a href="#">Enroll</a> link.</td>
</tr>
<tr>
<td>2. Enter a Class Nbr on the <a href="#">Select classes to add</a> page.</td>
</tr>
<tr>
<td>3. Click <a href="#">enter</a>.</td>
</tr>
<tr>
<td>4. Review the results on the <a href="#">Select classes to add – Related Class Sections</a> page.</td>
</tr>
<tr>
<td>5. Click <a href="#">NEXT</a>.</td>
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Add Classes

1. **Select classes to add**

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

Spring 2009 | Undergraduate | Coppin State University

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Add Classes

1. **Select classes to add - Related Class Sections**

Spring 2009 | Undergraduate | Coppin State University

BIOL 201 - Vertebrate Structure & Dev
Lecture only: Section 001
MWF 11:00AM-11:50AM TBA

You will automatically be enrolled in the following related class:

<table>
<thead>
<tr>
<th>Section</th>
<th>Schedule</th>
<th>Room</th>
<th>Instructor</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory</td>
<td>TBA</td>
<td>TBA</td>
<td>N. Jordan</td>
<td>Green</td>
</tr>
</tbody>
</table>

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6. Review the preferences on the Select classes to add – Enrollment Preferences page.

7. If you have a Permission Nbr, enter it on this page.

8. Click NEXT.

9. Click PROCEED TO STEP 2 OF 3.
10. **Confirm classes** page displays the list of classes in your Shopping Cart for validation.

11. Click **FINISH ENROLLING** to add the classes.

12. **View Results** page displays the status of your enrollment requests. In this case, the status = **Success** (Success) because the Permission Nbr overrode the requisites.

13. Click **MY CLASS SCHEDULE** to display your current class schedule.

14. Click **ADD ANOTHER CLASS** to add another class.