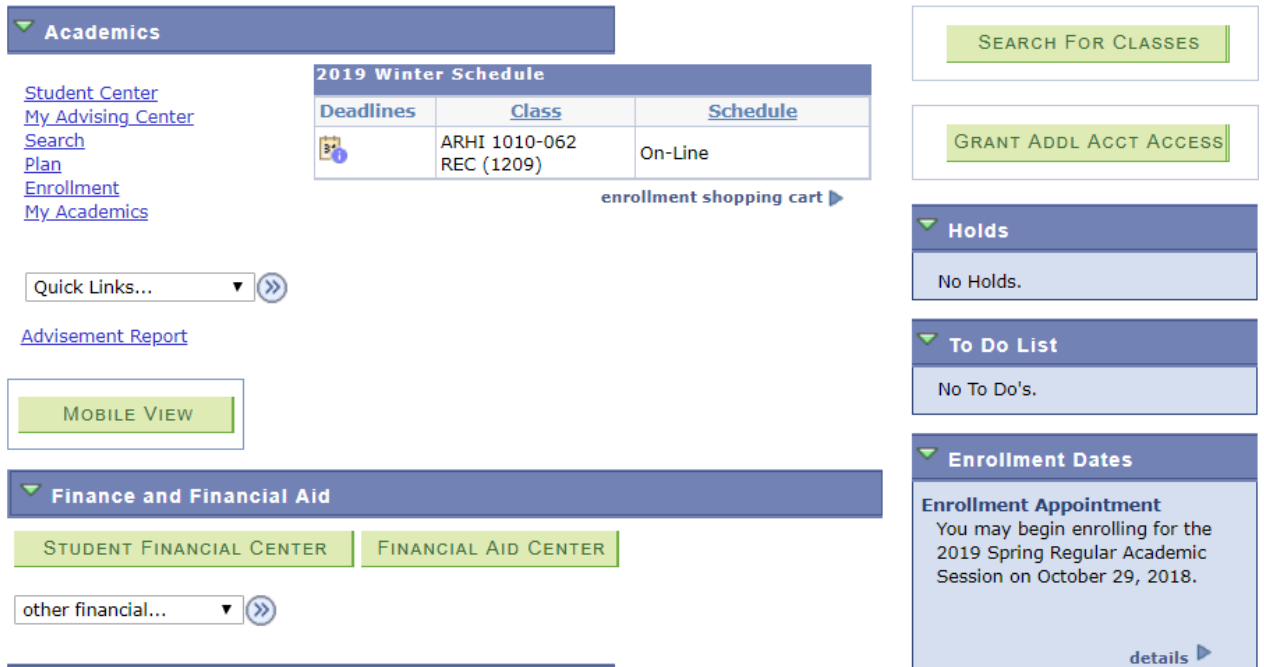


SiS – Adding your Classes in Classic View

1. Log into Student Self Service (SiS). After logging in, the Student Center page should be displayed.



Academics

[Student Center](#)
[My Advising Center](#)
[Search](#)
[Plan](#)
[Enrollment](#)
[My Academics](#)

Quick Links... >>

[Advisement Report](#)

MOBILE VIEW

2019 Winter Schedule

Deadlines	Class	Schedule
	ARHI 1010-062 REC (1209)	On-Line

enrollment shopping cart ▶

Finance and Financial Aid

STUDENT FINANCIAL CENTER FINANCIAL AID CENTER

other financial... >>

SEARCH FOR CLASSES

GRANT ADDL ACCT ACCESS

Holds

No Holds.

To Do List

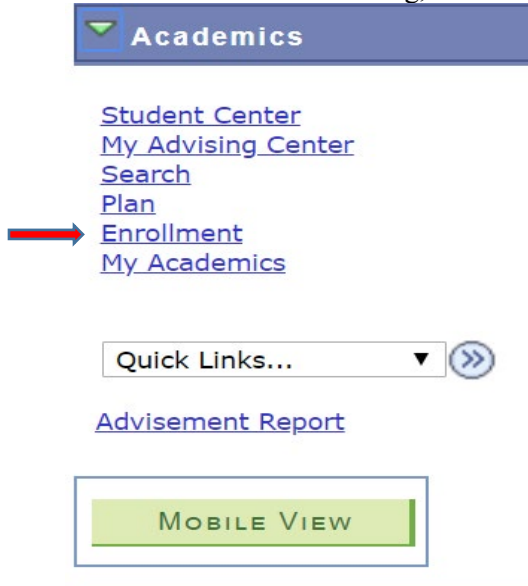
No To Do's.

Enrollment Dates


Enrollment Appointment
 You may begin enrolling for the 2019 Spring Regular Academic Session on October 29, 2018.

details ▶

2. Under the Academics heading, select Enrollment.



Academics

[Student Center](#)
[My Advising Center](#)
[Search](#)
[Plan](#)
 [Enrollment](#)
[My Academics](#)

Quick Links... >>

[Advisement Report](#)

MOBILE VIEW

3. Select the term you wish to enroll in and continue.

Add Classes



Select Term

Select a term then select Continue.

	Term	Career	Institution
<input type="radio"/>	2018 Fall	Online & Continuing Education	University of Mass Lowell
<input type="radio"/>	2019 Winter	Online & Continuing Education	University of Mass Lowell
<input checked="" type="radio"/>	2019 Spring	Online & Continuing Education	University of Mass Lowell

CONTINUE

4. The Select classes to add page will be displayed. It offers you different ways to add a class: either from your planner or by searching for the specific class number. In this particular example we will be adding classes to the cart by searching for them. Click on the search button.

Add to Cart:

Enter Class Nbr

Find Classes

Class Search

My Planner

2019 Spring Shopping Cart

Your enrollment shopping cart is empty.

5. The following page will be displayed. To search for a specific course by name select the

select subject

Add Classes



Enter Search Criteria

Search for Classes

University of Mass Lowell | 2019 Spring

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

Class Search

Subject **select subject** ←

Course Number is exactly

Course Career

Show Open Classes Only

Additional Search Criteria

Meeting Start Time greater than or equal to

Meeting End Time less than or equal to

Days of Week include only these days

Mon Tues Wed Thurs Fri Sat Sun

Instructor Last Name begins with

Class Nbr ?

Course Keyword ?

Minimum Units greater than or equal to

Maximum Units less than or equal to

Course Component

Session

Mode of Instruction

Campus

Location

Requirement Designation

Course Attribute

Course Attribute Value

[Return to Add Classes](#)

6. On the Enter search criteria page, you will be able to see the subject codes available for the University. Select the subject based on your desired course. i.e if you are adding an English course, select E and then English. Important: *The numeric subjects are archived and should not be selected.*

Add Classes

Enter Search Criteria

University of Mass Lowell | 2019 Spring

A B C D **E** F G H I J K L M N O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

Select a Subject

<input type="button" value="select"/>	01	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	02	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	03	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	04	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	05	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	06	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	07	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	08	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	09	Education - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	16	Electrical & Computer - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	17	Electrical Engin. Tech. - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	18	Environmental Study - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	38	Exercise Physiology - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	42	English - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	49	Economics - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	64	Entrepreneurship - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	68	Economics - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	87	Environmental Science - Archived Course Prefix (Inactive)
<input type="button" value="select"/>	ECON	Economics
<input type="button" value="select"/>	EDUC	Education
<input type="button" value="select"/>	EECE	Electrical & Computer Engineering
<input type="button" value="select"/>	ENGL	English
<input type="button" value="select"/>	ENGN	Intercollegiate Engineering
<input type="button" value="select"/>	ENGY	Nuclear & Energy Engineering

7. Once your selection has been made it will auto fill in the subject section on the search for classes page.

▼ Class Search

Subject English

Course Number


Course Career

Show Open Classes Only

8. Enter the 4 digit course number.

▼ Class Search

Subject English

Course Number 

Course Career

Show Open Classes Only

SEARCH

9. Scroll to the bottom of the page and select

10. The page displayed will list all available courses offered and the details. Select the desired course based on career and/or times offered.

8 class section(s) found

▼ ENGL 1010 - College Writing I (Formerly 42.101)							
Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
9018	031-REC CE Online	TBA	On-Line	Charles Archer (PI)	01/22/2019 - 05/05/2019	●	select
9019	032-REC CE Online	TBA	On-Line	Richard Keating (PI)	01/22/2019 - 05/05/2019	●	select
9020	033-REC CE Online	TBA	On-Line	Richard Keating (PI)	01/22/2019 - 05/05/2019	●	select
9021	034-REC CE Online	TBA	On-Line	Charles Archer (PI)	01/22/2019 - 05/05/2019	●	select
9058	202-REC Regular	MoWeFr 9:00AM - 9:50AM	Dugan 105 - Conference - SC	Thomas Desmond (PI)	01/22/2019 - 05/03/2019	●	select
9059	203-REC Regular	MoWeFr 9:00AM - 9:50AM	Olsen Hall 103 - NC	Frank Morris (PI)	01/22/2019 - 05/03/2019	●	select
9060	206-REC Regular	Mo 6:30PM - 9:20PM	O'Leary Library 329 - SC	Charles Raras (PI)	01/22/2019 - 05/03/2019	●	select
9061	207-REC Regular	MoWeFr 10:00AM - 10:50AM	Olsen Hall 103 - NC	Frank Morris (PI)	01/22/2019 - 05/03/2019	●	select



11. After selecting the desired course section, the enrollment preference screen will appear. This is the screen where permission numbers can be entered and the wait list option is available. Select Next.

1. Select classes to add - Enrollment Preferences

2019 Spring | Online & Continuing Education | University of Mass Lowell

ENGL 1010 - College Writing I

Class Preferences					
ENGL 1010-202		Recitation	<input checked="" type="radio"/> Open	Wait List	<input type="checkbox"/> Wait list if class is full
Session	Regular Academic Session			Permission Nbr	<input type="text"/>
Career	Undergraduate			Grading	Graded
Enrollment Information				Units	3.00
<ul style="list-style-type: none"> • Anti Req for ENGL.1010 - students cannot receive credit for both ENGL.1010, ENGL.1110 and ENGL.1010S. • College Writing 					
				CANCEL	NEXT
Section	Component	Days & Times	Room	Instructor	Start/End Date
202	Recitation	MoWeFr 9:00AM - 9:50AM	Dugan 105 - Conference - SC	Thomas Desmond (PI)	01/22/2019 - 05/03/2019

Note: If you have obtained a permission number to override career or requisites, enter it on this screen in the Permission Nbr box. Permission numbers will not override closed classes.

12. The selected course has been added to your shopping cart and you can

PROCEED TO STEP 2 OF 3

✓ ENGL 1010 has been added to your Shopping Cart.

2019 Spring | Online & Continuing Education |
University of Mass Lowell

change term

Open Closed Wait List

Add to Cart:
Enter Class Nbr

Find Classes
 Class Search
 My Planner

2019 Spring Shopping Cart

Delete	Class	Days/Times	Room	Instructor	Units	Status
	ENGL 1010-202 (9058)	MoWeFr 9:00AM - 9:50AM	Dugan 105 - Conference - SC	T. Desmond (PI)	3.00	<input checked="" type="radio"/>

PROCEED TO STEP 2 OF 3

13. Review your selection and click on

FINISH ENROLLING

14. You have successfully enrolled in the class as shown by the green checkmark.