REGISTERING FOR COURSES ONLINE

1. OPEN THE COURSE OFFERINGS SEARCH WEB PAGE
The “Course Offering Search” Web page may be accessed either of these two ways:
A. From the initial UNCGenie screen, click on the text link “Class Schedule.” (UNCGenie may be accessed by clicking on the text link “UNCGenie” in the top right corner of the UNCG home page.)
B. From the “Course Schedules” page on RegWeb, click on the text link “Online Course Search.”

2. DEFINE THE SEARCH CRITERIA
A. Select a Term from the pull-down menu.
B. Select a Subject from the pull-down menu. (A subject must be specified.)
C. Select a Course Category from the pull-down menu to narrow the search. (Not required; leave this set to “Not Applicable” to display all courses for the specified subject.)
D. Click the Course Search button.

3. REVIEW THE RESULTS SCREEN
All courses that meet the search criteria specified above will be displayed. Underlined text are hyperlinks *. Click on the text to display another Web page with information about the item. (Click on the Back button in the Web browser to return to the “Search Results” screen.) The Seats column shows how many spaces remain open for registration in the section. (Limit shows the maximum number of students that can register and Enroll shows how many students have registered **)