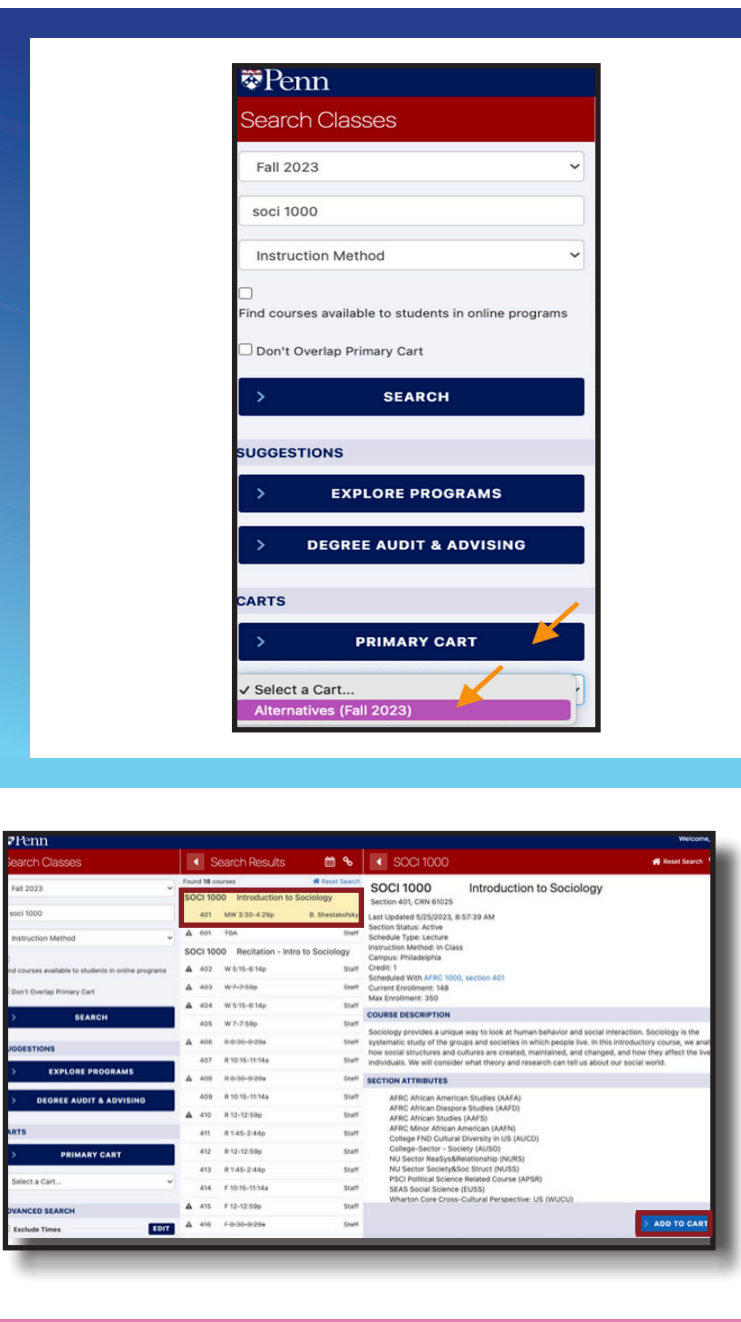


Creating Your Carts and Requesting Courses during Advance Registration

- During Advance Registration, you will request top choice courses and backups by building a Primary Cart and an Alternatives Cart.
- Primary Cart:** Add top choice courses to this cart. You can see it by clicking the blue Primary Cart button on the *Search Classes* panel.
 - Alternatives Cart:** Add backup courses to this cart in case you do not get into top choices. You can see it by clicking the Select a Cart dropdown menu under the Primary Cart button and choosing Alternatives.

Adding Courses to Your Carts

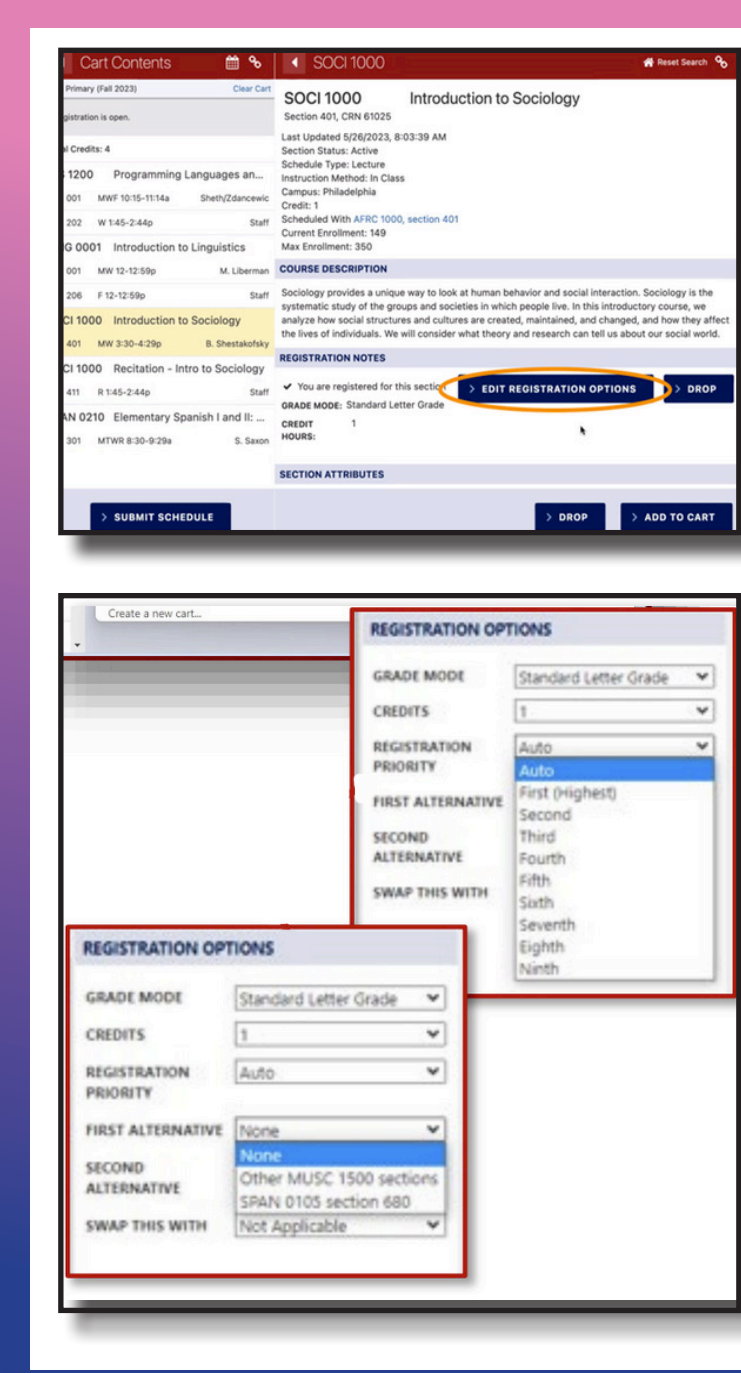
- Find and click on the desired course/section to open the *Course Details* panel.
- Click **Add to Cart** and choose the cart you wish to add it to from the dropdown menu. Then, click **OK** and **Save Changes**. The course will now appear in the chosen cart.



Designating Alternatives and Registration Priority

During Advance Registration, add Alternatives (backups) to Primary (top) choices.

- Click on a course in your Primary Cart and choose the **Edit Registration Options** button on the *Course Details* panel.
- Use the *Registration Options* panel to assign courses from your Alternatives Cart to the **First Alternative** and **Second Alternative** dropdowns. You will also see *Other* as an option; choosing this indicates you would accept any section of the same class if you did not get into your Primary choice.
- Indicate **Registration Priority** from the *Registration Options* panel to rank your requests. **We recommend using “Auto” for all of your requests.** “Auto” ranks your requests based on popularity (seats available and number of students requesting the class).



Interpreting Your Carts

You will notice colored icons next to courses in your carts and when searching for courses:

- A blue cart indicates that the course is in one of your carts.
- A black check mark shows you're registered.
- A green check mark indicates you passed the course previously.
- A red line shows you are going to drop the section.
- A pencil shows you are changing the registration options.
- A triangle with an exclamation point shows a warning. Read the additional information available:
 - Section is closed/full
 - Permission is required
 - A hold exists that is preventing you from registering
 - A time conflict exists
 - A registration restriction exists
 - A required pre-requisite or co-requisite

Requesting Your Courses

You may make changes to your Primary Cart requests any time before the end of Advance Registration. **The courses in your Primary Cart at the deadline will be the ones processed for Advance Registration.** All course requests are processed at the conclusion of Advance Registration, so there is no advantage to requesting early and no guarantee that you will be enrolled in all your requested courses.

