

Winter 2005 Registration

New Add/Drop Features

STEP 1 - ADD/DROP MENU

Add/Drop/Withdraw From Courses - Microsoft Internet Explorer

Address: https://sunfire2.georgianc.on.ca:40506/pls/prod/bwskfreg.P_AltPin

! Use this interface to add, drop or withdraw from courses for the selected term. You have 10 working days from the start of the semester to add or drop courses. Dropped courses will not show on your transcript or grade report. Added courses, if over the approved curriculum, are subject to additional tuition fees.

Use the "View Recommended Courses" option listed under the Registration Menu to ensure that you are adding appropriate courses. If you are considering dropping a course remember that some courses may not be available in any other term. If you are registered in CPHR 0001 (Co-op Hour) then do not change sections as these courses are assigned by specific program area.

It is recommended that you go to the section "Check Your Fees" after adding or dropping courses. Payment will be due immediately for additional charges unless you have arranged for a fee deferral. Please arrange for fee payment either on-line or with [The Office of the Registrar](#)

Course withdrawals will be allowed until the deadline to withdraw without academic penalty. Withdrawn courses will show on your transcript.

Financial Assistance Eligibility (OSAP): In order to remain eligible for financial assistance you must carry a course load of at least 60%. If you are on financial assistance, all changes to your course load will be reported to the Financial Aid Office and may impact your loan eligibility. If you have questions, please check with the [Financial Aid Office](#) located in the Office of the Registrar.

To add a course, enter the Course Reference Number (CRN) in the Add Course table. If you are unsure of which courses to add, click Class Search to review the course schedule.

Courses may be dropped or withdrawn from the "Action" field. If no options are listed in the "Action" field, then the course may not be dropped or withdrawn.

When finished, click Submit Changes.

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Web Registered on Dec 09, 2004	None	20495	ECON	2000	03	Post Secondary	3.000	Numeric		Macroeconomics
Web Registered on Dec 09, 2004	None	20499	LAWS	2002	02	Post Secondary	3.000	Numeric		Automotive Law
Web Registered on Dec 09, 2004	None	20506	AUTO	1008	01	Post Secondary	3.000	Numeric		Intro To Quality Assurance
Web Registered on Dec 09, 2004	None	20510	BUSI	2000	01	Post Secondary	3.000	Numeric		Entrepreneurship and Small Bus
Web Registered on Dec 09, 2004	None	20054	GNED	1004	01	Post Secondary	3.000	Numeric		Health And Safety In The Work

Total Credit Hours: 15.000
Billing Hours: 210.000
Date: Dec 09, 2004 01:25 pm

CRNs:

RELEASE: 6.0

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You can drop/withdraw from course using the drop down menu

If you have the CRN you can place it in the box and submit changes

The class search menu is used to search for a course when the you are unaware of the CRN

STEP 2 - *NEW*- SEARCH FOR COURSES

You can now search by the recommended courses for your program and semester

To search only for General Education or Communication courses you can use this feature

You can search by the campus here

Use "Search by Subject" if you are looking for courses which are not offered in your semester

By selecting the day of the week you can narrow your search (choose only one day)

Search by Recommended Courses for this term
For this search, all other search criteria must be set to ALL.
Recommended Courses: All
AUTO1008 - Intro To Quality Assurance
BUSI2000 - Entrepreneurship and Small Bus
BUSI2001 - E-Commerce and Managing E-Bus.
ECON2000 - Macroeconomics
ECON3002 - Global Automotive Economics
LAWS2002 - Automotive Law

Search by Attribute
Choose ONE Attribute type and ensure that Subject Search is ALL and you have not selected any Recommended Courses
Attribute Type: All
Communications
General Education

Search by Subject
Choose ONE subject and refine the search further by course, campus, day etc.
For best results, ensure that Attribute Search is ALL and you have not selected any Recommended Courses
Subject: All
AAACE - TS Academic and Career Entranc
ACC - ACCOUNTING
ACCF - PS Accounting - French
ACCT - PS Accounting

Course Number: _____ OR Course Title: _____
Campus: All
Barrie
Orillia
Schedule Type: All
Combination
Distance Learning
Independent Studies
Lab
Lecture
Off Site
Course Level: All
Post Graduate
Post Secondary
Tuition Short
Undergraduate (Unv Studies)

Days: Mon Tue Wed Thur Fri Sat Sun

Class Search Reset

STEP 3 - VIEWING COURSES AVAILABLE

Look-Up Classes to Add: - Microsoft Internet Explorer

Address: https://sunfire2.georgianc.on.ca:40506/pls/prod/bwckgens.P_RegsGetCrse

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date	Location	Attribute
<input type="checkbox"/>	20964	GNED	2039	51	BA	3.000	Science Fiction	W	03:00 pm-03:50 pm				TBA	01/03-04/15	BA_H 106	General Education
<input type="checkbox"/>	20909	GNED	2069	30	BA	3.000	20th Century World History	M	08:00 am-09:50 am	45	0	45	Jerry Smeding	01/03-04/15	BA_H 106	General Education
<input type="checkbox"/>	20909	GNED	2069	30	BA	3.000	20th Century World History	W	02:00 pm-02:50 pm				TBA	01/03-04/15	BA_H 106	General Education
<input type="checkbox"/>	20909	GNED	2069	30	BA	3.000	20th Century World History	M	03:00 pm-03:50 pm	45	0	45	Mary King	01/03-04/15	BA_A 157	General Education
<input type="checkbox"/>	20909	GNED	2069	30	BA	3.000	20th Century World History	R	08:00 am-09:50 am				TBA	01/03-04/15	BA_A 157	General Education

PS Psychology

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date	Location	Attribute
<input type="checkbox"/>	20765	PSYL	1002	02	BA	3.000	Introduction to Psychology 2	M	02:00 pm-03:50 pm	45	0	45	Linda D. Doyle	01/03-04/15	BA_H 109	General Education
<input type="checkbox"/>	20922	PSYL	1002	31	BA	3.000	Introduction to Psychology 2	M	02:00 pm-02:50 pm	45	0	45	Marianne Taylor	01/03-04/15	BA_K 327	General Education
<input type="checkbox"/>	20922	PSYL	1002	31	BA	3.000	Introduction to Psychology 2	R	08:00 am-08:50 am				TBA	01/03-04/15	BA_K 319	General Education

PS Sociology

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date	Location	Attribute
<input type="checkbox"/>	20932	SOCL	1000	34	BA	3.000	Introduction To Sociology	M	02:00 pm-03:50 pm	45	0	45	David Duncan	01/03-04/15	BA_E 221	General Education
<input type="checkbox"/>	20932	SOCL	1000	34	BA	3.000	Introduction To Sociology	T	02:00 pm-02:50 pm				TBA	01/03-04/15	BA_K 227	General Education
<input checked="" type="checkbox"/>	20766	SOCL	1001	01	BA	3.000	Introduction To Sociology	M	02:00 pm-03:50 pm	45	0	45	David Duncan	01/03-04/15	BA_H 109	General Education
<input type="checkbox"/>	20767	SOCL	1001	02	BA	3.000	Introduction To Sociology	T	02:00 pm-02:50 pm	45	0	45	David Duncan	01/03-04/15	BA_H 109	General Education

for

Register **Add to WorkSheet** **Class Search**

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Internet 10:15 AM

This is the number of seats remaining in the course

Please Note: If the course is full it will not be displayed

Select course if this is the section you want to register for

If you are sure that this is the course you wish to register for you may choose "Register" - Please note that in order to register you must not be in another section of the same course

Add to worksheet if you are unsure if you want to register for the course