

► Add Drills And Labs

1. If a selected class has a required drill or lab a selection option appears. *In some classes there may be more than one lab or drill selection offered.*
2. Click the desired radio button.
3. Click **NEXT** to continue processing your enrollment.

NOTE: Labs and drills must be added during the same registration session as the lecture class or an error will be received.

4. Click **NEXT** on the Class Preferences page.
5. The lecture and drill/lab are now in your enrollment shopping cart. Click

PROCEED TO STEP 2 OF 3

6. Click **FINISH ENROLLING** to complete your enrollment request.

► Drop A Class

This process is to drop one or several classes for a semester. If you need to drop *all* your classes, you must withdraw from the University which is a separate option.

1. To drop a class, click the [Drop a Class](#) link on the **Student Center** page.
2. Check the check box of the class(es) you wish to drop.
3. Click **DROP SELECTED CLASSES**
4. Confirm your selection. If correct, click

FINISH DROPPING

► Swap A Class

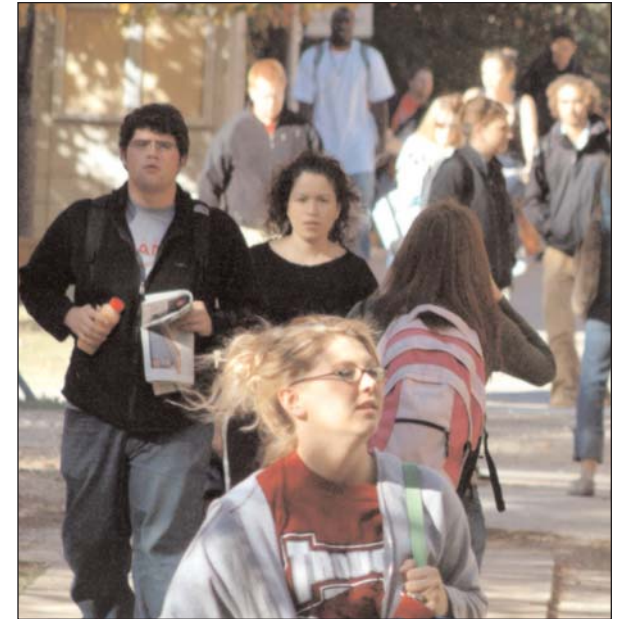
Swapping a class is exchanging one class on your schedule for another class. The benefit is you don't have to drop the first class unless you can successfully add the new class.

1. Click the **swap** tab.
2. Select the class you wish to swap from your drop down schedule.
3. Search for a class to swap or enter the Class Nbr and click **enter**
4. Confirm your enrollment preferences and click **NEXT**
5. Click **FINISH SWAPPING** to complete your swap request.

6. View the results of your swap request. Click **Fix Errors** to correct any problems listed.

4.06.1

ISIS Quick Guide



How To—

- Enroll in a Class
- Drop a Class
- Swap a Class



Registrar's Office
146 Silas Hunt Hall
(479) 575-5451

www.uark.edu/registrar

► Enroll In A Class

1. Navigate to your Student Center and click the [Add a Class](#) link.

Academics

Enrollment
[My Class Schedule](#)
[Wish List](#)
[Add a Class](#)
[Drop a Class](#)

Academic History
[Grades](#)
[Degree Progress](#)

other academic... >

Deadlines URL

This Week's Schedule

Class	Schedule
GEOG 4523-001 LEC (3186)	TuTh 2:00PM - 3:20PM Ozark Hall Computer Lab 0103
GEOG 4653-001 LEC (8274)	W 5:30PM - 8:20PM Ozark Hall Computer Lab 0208

weekly schedule >

NOTE: If you have already enrolled, you will see your current schedule displayed on your Student Center.

2. Select the term in which you wish to enroll. The current term defaults in the field.

NOTE: To change the term you **must** click [change](#) after selecting from the drop down menu

NOTE: You are now at Step 1 of a three-step process.

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.

Select Term: Spring 2006 [change](#)

Add a class using one of the following:

Search for Class: Search for Classes search

Select Class from Wish List: select

Enter Class Nbr: enter

Spring 2006 Enrollment Shopping Cart
Your enrollment shopping cart is empty.

My Spring 2006 Class Schedule

Class	Description	Days/Times	Location	Instructor	Units	Status
ARCH 1003-001 (1003)	ARCHITECTURE LECTURE (Lecture)	TuTh 11:00AM - 12:20PM	Poultry Sc Auditorium 0A211	C. Smart	3.00	✖
ARHS 4853-001 (8048)	ITALIAN RENAISSANCE ART (Lecture)	MW 2:30PM - 3:50PM	Fine Arts Classroom 0213	L. Jacobs	3.00	✖
COMM 1003-001 (2003)	BASIC COURSE: FILM LECT	Tu 2:00PM - 4:50PM	Kimpel Hall Auditorium	F. Scheide	3.00	✔

3. Click the Search for Classes [search](#) button.

Add Classes

1. Select classes to add - Search for Classes

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

The University of Arkansas | Spring 2006

Class Search Criteria

Course Subject: [dropdown]

Course Number: is exactly [input]

Course Career: Undergraduate

Show Open Classes Only
 Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

Additional Search Criteria

CLOSE CLEAR CRITERIA SEARCH

4. Select your Course Career and at least one additional field on this search page.

5. Click [SEARCH](#)

6. Click [select class](#) to add the class to your shopping cart.

NOTE: A green circle ● indicates an open class, while a blue square ■ indicates a closed class.

Add Classes

1. Select classes to add - Class Search Results

When available, click View All Sections to see all sections of the course.

The University of Arkansas | Spring 2006

The following classes match your search criteria Course Subject: Anthropology, Course Career: Undergraduate, Show Open Classes Only:

● Open ■ Closed ▲ Wait List

ANTH 1011M - Honors Introduction to Biological Anthropology Laboratory (Fa)

View All Sections First 1 of 1 Last

Section 001-LAB(1004) Status ●

Session Regular Academic Session

Days & Times	Room	Instructor
F 9:30AM - 11:20AM	Geology Lab 0117	Ernest Batey

ANTH 1023 - Introduction to Cultural Anthropology (Sp, Su, Fa)

[select class](#)

7. After making your selection, more class details appear.

Click [NEXT](#) to select additional classes or to complete your registration.

1. Select classes to add - Enrollment Preferences

Spring 2006 | Undergraduate | The University of Arkansas

MATH 1203C - COLLEGE ALGEBRA

Class Preferences

MATH 1203C-001 Lecture ● Open Wait List Wait list if class is full

MATH 1203C-D001 Drill ● Open Permission Nbr [input]

Session Regular Academic Session Grading Graded

Career Undergraduate Units 3.00

Enrollment Information

- Prerequisite: ACT math score of 19, 20 or 21. Corequisite: Drill component.

CANCEL [NEXT](#)

Section	Component	Days & Times	Location	Instructor	Start/End Date
001	Lecture	TuTh 8:30AM - 9:20AM	Old Main Classroom 0325	Linda Moore	1/17/2006 - 5/12/2006

8. When you are satisfied with your selections, click

[PROCEED TO STEP 2 OF 3](#)

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.

✔ ANTH 1023 has been added to your enrollment shopping cart. Add more classes or click Proceed to Step 2 to continue processing your enrollment.

Select Term: Spring 2006 [change](#)

Add a class using one of the following:

Search for Class: Search for Classes search

Select Class from Wish List: select

Enter Class Nbr: enter

Spring 2006 Enrollment Shopping Cart

● Open ■ Closed ▲ Wait List

Delete	Class	Description	Days/Times	Location	Instructor	Units	Status
✖	ANTH 1023-001 (1034)	INTRO TO CULTURAL ANTH (Lecture)	MWF 9:30AM - 10:20AM	Kimpel Hall Classroom 0305	D. Otten	3.00	●

View All Classes in Cart First 1 of 1 Last

[PROCEED TO STEP 2 OF 3](#)

9. Click [FINISH ENROLLING](#) to complete Step 3.

NOTE: You are not enrolled in the classes that are in your shopping cart until you click **Finish Enrolling**.

Add Classes

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Spring 2006 | Undergraduate | The University of Arkansas

● Open ■ Closed ▲ Wait List

Class	Description	Days/Times	Location	Instructor	Units	Status
ANTH 1023-001 (1034)	INTRO TO CULTURAL ANTH (Lecture)	MWF 9:30AM - 10:20AM	Kimpel Hall Classroom 0305	D. Otten	3.00	●

CANCEL PREVIOUS [FINISH ENROLLING](#)