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# **Registering for Classes**

Login to MyMRU and access the Register & Pay tab.



Register & Pay

My Program

Aca

# To verify the date that you can register, click "When can I register?"

Note: Registration is based on the number of credits completed. Students with fewer completed credits will be

#### Before You Register

Applicant



#### Select Look Up Course(s)

### Register

Home

- Course listings
- Look up course(s)
- Register: Add/Drop/Withdraw course(s)
- My course schedule

MOUNT ROYAL UNIVERSITY 1910 Academic Advising Services	
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	Select Term
Select the term you plan to register for (e.g. <b>Fall 2018</b> <b>CREDIT)</b> then click <b>Submit.</b>	Search by Term: Fall 2017 CREDIT
	Submit Reset   RELEASE: 8.7.1.2

Select the subject you wish to look up and click Course Search

Look-I	Up Classes to Add
• S	select any combination of search options. <b>You must select at least one Subject</b>
• V	When your selection is complete, click Class Search button to perform the search
• F	Registration - Important Notices
Credit	Students:
Prerequ	uisite and corequisite checking is in effect for all courses. Refer to the current MRU calendar for details.
Use you	ur mruGradU8 audit to help with your course selection and program planning.
• C	Detailed Course Listings
• R	Registration & Records Website
Subject:	Art History Astronomy Biochemistry Biology Canadian Studies Chemistry Child & Youth Care Counsellor Child Studies Chinese Classics
Course :	Search Advanced Search



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# Click **View Sections** to select the section of the course you wish to view.

Look-	Up Classes to Add:	
Winter 2	2015 Credit	
Classic	s	
1111	Medicine & the Life Sciences	View Sections

Look-Up Classes to Add: · Add Class: check the box under Select next to the CRN you want to add(select lecture, lab and tutorial at the is not displayed, then you are already registered in the course. A C identifies a closed class. Waitlisting: if a waitlist exists, you can add yourself to the next available position on the waitlist(you will not schedule). If positions are open, students will be moved from the waitlist into the course. To waitlist, enter th Worksheet on the Add/Drop/Withdraw Classes page. All classes are subject to scheduling revisions or cancellations. Sections Found Classics Typ Days Time Select CRN Subj Crse Sec Cred Title Cap Act Rem WL nstructor Act 1 10629 CLAS 1111 001 3.000 Medicine & the MW 08:00 am- 34 0 34 0 lichael A. LEC 09:20 am ollock (P) Life Sciences 10631 CLAS 1111 002 3.000 Medicine & the 09:30 am- 34 0 Michael A. MW 34 0 LEC Life Sciences 10:50 am Pollock (P) MW 17278 CLAS 1111 003 3.000 Medicine & the 11:00 am- 34 0 34 0 TBA LEC Life Sciences 12:20 pm MW 02:00 pm- 30 0 30 0 LEC 03:20 pm 10634 CLAS 1111 080 3.000 Medicine & the TBA Life Sciences Register Add to WorkSheet New Search

Once you have clicked on **Registration** this screen will be visible. If your registration was successful the course will appear under the **Current Schedule** as \*\*Registered Web\*\*. Your **Account Summary** outlines the fees you owe.

Current Scheo	dule						
Status		Act	ion CRM	Subj Crs	Sec Level Cro	ed Grade Mode	Title
**Registered Wel	o** on Oct	14, 2014 No	ne 🔻 106	29 CLAS 111	1 001 Credit 3.0	000 Standard Lette	r Medicine & the Life Sciences
Total Credit Hour	s: 3.000						
Billing Hours:	1.000						
Minimum Hours:	0.000						
Maximum Hours:	9999999.9	99					
Date:	Oct 14, 2	014 10:49 ar	n				
Account Sum	mary - W	inter 2015	Credit				
Type De	scription	Charges	Payments	Balance			

Select your preferred section and click **Register.** 



Academic Advising Services

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# The Advanced Search is useful when you need to restrict your search to a particular section, day, or time.

# Advanced Search

i Use any combination of selection options to narrow your search for courses. Course Attribute c

- · Click on an item to select it, hold Ctrl key and click on another to select both;
- Click on an item to select it, hold Ctrl key + A to select All items.

Then in Course Attribute, select your attribute and Section Search. That will deliver all subjects





# You can also search by attribute, i.e. General Education courses.

Subject: Accountin Advanced Air Flight Anthropol Art Histor Astronom Biochemis Biology Biology Canadian	Critical Care Nursing Training ogy y y y y y y y y y y y y y y y y y
Course Number:	
Title:	leave blank
Schedule Type:	All Blended
	Clinical
Attribute Type:	All attribute: GNED Cluster
	GNED Cluster 1 - Tier 2 1 - Tier 2
Start Time:	Hour 00 ▼ Minute 00 ▼ am/pm am ▼
End Time:	Hour 00 ▼ Minute 00 ▼ am/pm am ▼
Days:	Mon 🔲 Tue 🔲 Wed 💭 Thur 💭 Fri 📃 Sat 💭 Sun
Section Search	Reset Section search will deliver all of the available courses that meet your attribute criteria: GNED Cluster 1 Tier 2
RELEASE: 8.7.1.2	Chilena. GIVED Cluster 1 - Her Z

### **Course selection help?**

✓ **Program Advising** 

✓ Who is my Advisor?

#### **Registration questions or problems?**

#### **Credit Registration website**

o Detailed information about all aspects of the registration system such as error messages, wait listing, and dropping courses.

Registration helpline: 403-440-3303

Email: creditregistration@mtroyal.ca