How to Register for CHEMISTRY

There are 2 parts to this process

1. Reserved Seating - What is it
2. Registration is a skill!
   a) Study it
   b) Plan for it
   c) Do it
Reserved Seating

• Chemistry LABS have reserved seating.
• That means that every lab has a certain # of seats “reserved” for specific majors:
  – BIO
  – CHE
  – NUR
  – HES
  – NUT
  – All other majors (if you are one of the named majors above you can not have one of these seats).
Reserved Seating continued

• Please try registering for ALL sections of CHE LAB before taking the Reserved Seating Survey. Please note that the survey is not a waitlist. It is for informational purposes only. https://survey.appstate.edu/TakeSurvey.aspx?SurveyID=n24I594

• It’s very important that you continue to “hunt” for open seats in the weeks leading up to the next semester and during Drop/Add.
Register for Chemistry - Study it

- Review steps to register (revisit ERA or Registrar’s Web Registration Tutorial)

- Remember to enter the CRN's for both the Lecture and the Lab into the registration system at the same time.

- If you enter only the lecture or only the Lab, you will always get a “Prerequisite and Test Score error”
Register for Chemistry- Study it

• Every lab offered should be listed on your 1\textsuperscript{st}, 2\textsuperscript{nd}, 3\textsuperscript{rd} choice schedules/flowcharts.

• When it is 30 minutes before you are allowed to register, check your 1\textsuperscript{st} choice schedule to make sure there are openings in your classes.
  – There is no point in registering for a lecture/class that is already full.
  – Remember you will not know if the CHE Lab open seat is reserved for your major until you try to add it.
  – The more empty seats in a lab, the higher the probability is that one of the open seats is reserved for your intended major.
Register for Chemistry- Plan It

• Look at the “Class Schedule Search”
• Find your 1\textsuperscript{st} choice CHE Lecture
• Write down its CRN, dates & times
• As an example, we are selecting section 106:

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<th>CRN</th>
<th>Subj</th>
<th>Crse</th>
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<td>3.000</td>
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### Sections Found

**Chemistry**

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Return to Previous
Plan it - continued

• Find all the CHE LABS that have a “Time Conflict” with 1st choice Lecture. You can’t be in 2 places at once.

• Write those Labs down to use with your 2nd choice Lecture.

• Rank the remaining Labs (those that do NOT time conflict) in order of preference

• Write down the CRNS, dates & times
Those labs surrounded by **RED** time conflict with the CHE 1101 Lecture. Therefore if section 106 is your 1st choice Lecture, then you can’t register for those lab sections.
Plan it – continued: Flow Chart

1st choice
CHE Lecture

1st Choice
CHE LAB

2nd Choice
CHE LAB

MAT or STT Option 1

MAT or STT Option 2

MAT or STT Option 1
Plan It: Make a flow chart/schedule

1. Select your 1st choice CHE Lecture (CRN & Time)

2. List ALL labs in preferred order that do not time conflict with the CHE Lecture.

   I like to put all the labs that meet at the same time but on different days (Tuesday labs or Thursday labs at 2 pm) together so that when I complete the next step, I know that I most likely could use another non-chemistry class with any lab in that time slot.
3. Plan your other classes (including CRNs) you want to take this semester that work with this Lecture & lab combination.

4. Make a schedule for ALL CHE Labs and 1st choice CHE Lecture combination. (Keep thinking: If you get your 1st choice chemistry Lecture and your 3rd choice lab, what other classes fit into your schedule?)

5. PLAN A BACK-UP SCHEDULE- Just in case your 1st choice lecture is full.
   
   Start your 2nd choice CHE Lecture schedule- Make sure you first list the LABS that time conflicted with your 1st choice Lecture. This way you will be trying the labs that you haven’t already tried.
Registration- Do It!!!
1. Enter the CRN of your 1\textsuperscript{st} choice CHE Lecture into the first box.
2. Enter the CRN of your 1\textsuperscript{st} choice CHE LAB into the second box.
3. Then select “Submit Changes”
Do It, continued

• If you are lucky and get your 1\textsuperscript{st} choice CHE Lecture & lab, great! Now add CRNs for your other courses that work with this combination.

• If you are like most students, you may need to try your other lab choices. Enter the 1\textsuperscript{st} choice Lecture with your 2\textsuperscript{nd} choice lab. Having those CRNS already written down will save you time.

• Keep trying until you get a CHE Lecture and Lab added to your schedule.

• Once you have a CHE Lecture and lab added to your schedule, then you can add the rest of your classes.
Advice:

- You don’t want to add all your classes at once because by the time you figure out what possible time conflict you have, someone else has taken your seat.
- You can still “look up classes to add” but that takes time and time is not your friend in this case.
More Advice

• You should try EVERY LAB before you put yourself on the Chemistry Reserved Seating List.

• The Reserved Seating Survey is NOT a waiting list. Nor is it a guarantee that you will get the chemistry lab you want. It is a way for the Chemistry Dept. to gauge how many students still need CHE labs.

• You should continue to “hunt” for an open CHE lab throughout the remaining open registration and up to the 5th day of the semester (add/drop).
Registration Help

- Registration Tutorial: http://registrar.appstate.edu/registration/WRStutorial.html
- Review the ERA site: www.era.appstate.edu
- Advising’s Registration Assistance: http://advising.appstate.edu/registration-assistance/registration-assistance
Breathe

• It will all be okay.
• You have plenty of time to make changes to your schedule.
• If you try every Lecture & lab combination and still don’t get into Chemistry, build the best schedule you can. Then keep HUNTING.
• Most students eventually get into Chemistry if they are flexible about the rest of their schedule.