

# 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
  - CFS
  - GES
  - NUR
  - HES
  - NUT
- All other majors (if you are one of the named majors above you can not have one of these seats).
- 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.

## Add/Drop Classes:

Use this interface to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the Class Registered Successfully section. Additional classes may be added in the Add Class table. To add a class enter the Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes.

If you are unsure of which classes to add, click Class Search to review the class schedule.

## Add Classes Worksheet

CRNs	Lecture	Lab								
12242	12173									
<input type="button" value="Submit Changes"/>	<input type="button" value="Class Search"/>	<input type="button" value="Reset"/>								

- 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<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> choice schedules/flowcharts.
- When it is 30 minutes before you are allowed to register, check your 1<sup>st</sup> 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<sup>st</sup> choice CHE Lecture
- Write down its CRN, dates & times
- As an example, we are selecting section 106:

CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time
10930	CHE	1101	106	MC	3.000	INTROD CHEMISTRY I	TR	11:00 am- 12:15 pm



**Sections Found**

**Chemistry**

CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	Date (MM/DD)	Location	Attribute
10863	CHE	1101	101	MC	3.000	INTROD CHEMISTRY I	MWF	08:00 am- 08:50 am	86	84	2	0	0	0	Alexander David Schwab (P)	08/19- 12/12	CAP 110	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
10926	CHE	1101	102	MC	3.000	INTROD CHEMISTRY I	MWF	09:00 am- 09:50 am	92	91	1	0	0	0	Robert J. Yoblinski (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
10927	CHE	1101	103	MC	3.000	INTROD CHEMISTRY I	MWF	10:00 am- 10:50 am	92	92	0	0	0	0	Amanda Christine Howell (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
10928	CHE	1101	104	MC	3.000	INTROD CHEMISTRY I	MWF	11:00 am- 11:50 am	93	92	1	0	0	0	Robert J. Yoblinski (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
10929	CHE	1101	105	MC	3.000	INTROD CHEMISTRY I	TR	09:30 am- 10:45 am	92	92	0	0	0	0	Libby Gail Puckett (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
10930	CHE	1101	106	MC	3.000	INTROD CHEMISTRY I	TR	11:00 am- 12:15 pm	92	88	4	0	0	0	Megen Ann Culpepper (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
12448	CHE	1101	107	MC	3.000	INTROD CHEMISTRY I	MWF	01:00 pm- 01:50 pm	85	84	1	0	0	0	Margaret Alice Donoghue (P)	08/19- 12/12	CAP 110	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
13060	CHE	1101	108	MC	3.000	INTROD CHEMISTRY I	TR	12:30 pm- 01:45 pm	86	83	3	0	0	0	Michael Stuart Hambourger (P)	08/19- 12/12	CAP 110	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
14981	CHE	1101	109	MC	3.000	INTROD CHEMISTRY I	TR	08:00 am- 09:15 am	96	90	6	0	0	0	Allan A. Gahr (P)	08/19- 12/12	CAP 112	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect
16602	CHE	1101	110	MC	3.000	INTROD CHEMISTRY I	MWF	09:00 am- 09:50 am	69	69	0	0	0	0	Keith S. Learn (P)	08/19- 12/12	BH 5	Core Natural Sciences and Core Numerical Data Designator and Science Inq-Chemistry:Connect

# Plan it - continued

- Find all the CHE LABS that have a “Time Conflict” with 1<sup>st</sup> choice Lecture. You can’t be in 2 places at once.
- Write those Labs down to use with your 2<sup>nd</sup> choice Lecture.
- Rank the remaining Labs (those that do NOT time conflict) in order of preference
- Write down the CRNS, dates & times

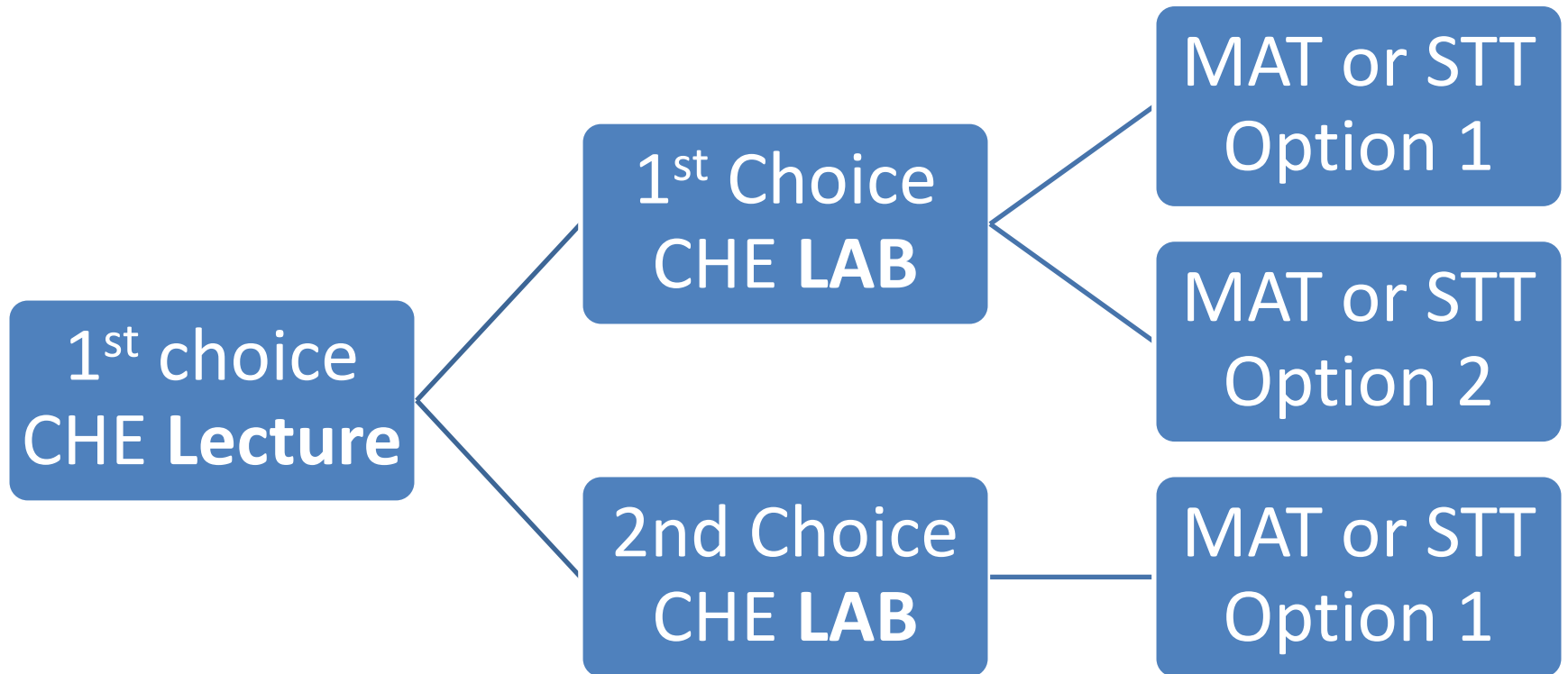
Sections Found  
Chemistry

CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	Date (MM/DD)	Location	Attribute
10933	CHE	1110	101	MC	1.000	INTROD CHEMISTRY LAB I	M	12:00 pm- 02:50 pm	23	23	0	0	0	0	Amanda Christine Howell	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							M	12:00 pm- 02:50 pm					Marilou Ellen Wheeler (P)	08/19- 12/12	CAP 314	Core Natural Sciences and Science Inq- Chemistry:Connect		
10934	CHE	1110	102	MC	1.000	INTROD CHEMISTRY LAB I	M	12:00 pm- 02:50 pm	24	24	0	0	0	0	Amanda Christine Howell	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							M	12:00 pm- 02:50 pm					Wendy L. Lewis (P)	08/19- 12/12	CAP 318	Core Natural Sciences and Science Inq- Chemistry:Connect		
10935	CHE	1110	103	MC	1.000	INTROD CHEMISTRY LAB I	M	03:00 pm- 05:50 pm	24	24	0	0	0	0	Amanda Christine Howell	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							M	03:00 pm- 05:50 pm					Nancy Lynn Wilson (P)	08/19- 12/12	CAP 314	Core Natural Sciences and Science Inq- Chemistry:Connect		
10936	CHE	1110	104	MC	1.000	INTROD CHEMISTRY LAB I	M	03:00 pm- 05:50 pm	24	24	0	0	0	0	Christopher Allen Sehorn (P)	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							M	03:00 pm- 05:50 pm					Amanda Christine Howell	08/19- 12/12	CAP 318	Core Natural Sciences and Science Inq- Chemistry:Connect		
10937	CHE	1110	105	MC	1.000	INTROD CHEMISTRY LAB I	T	09:30 am- 12:20 pm	23	23	0	0	0	0	Amanda Christine Howell	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							T	09:30 am- 12:20 pm					Virginia Scott Lord Ellerbe (P)	08/19- 12/12	CAP 314	Core Natural Sciences and Science Inq- Chemistry:Connect		
10938	CHE	1110	106	MC	1.000	INTROD CHEMISTRY LAB I	T	12:30 pm- 03:20 pm	24	23	1	0	0	0	Amanda Christine Howell	08/19- 12/12	CAP 307	Core Natural Sciences and Science Inq- Chemistry:Connect
							T	12:30 pm- 03:20 pm					Christina H. Duffey	08/19- 12/12	CAP 314	Core Natural Sciences and Science Inq- Chemistry:Connect		

Those labs surrounded by **RED** time conflict with the CHE 1101 Lecture. Therefore if section 106 is your 1<sup>st</sup> choice Lecture, then you can't register for those lab sections.



# Plan it – continued: Flow Chart



# Plan It: Make a flow chart/schedule

1. Select your 1<sup>st</sup> choice CHE Lecture (CRN & Time)

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

NOTE: Consider grouping all the labs that meet at the same time but on different days (Tuesday labs or Thursday labs at 2 pm) together. This helps with the next step.

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 1<sup>st</sup> choice CHE Lecture combination. (Keep thinking: If you get your 1<sup>st</sup> choice chemistry Lecture and your 3<sup>rd</sup> choice lab, what other classes fit into your schedule?)

5. PLAN A BACK-UP SCHEDULE- Just in case your 1<sup>st</sup> choice lecture is full.

Start your 2<sup>nd</sup> choice CHE Lecture schedule- Make sure you first list the LABS that time conflicted with your 1<sup>st</sup> choice Lecture . This way you will be trying the labs that you haven't already tried.


# Registration- Do It!!!

## ALWAYS ADD ONLY CHEMISTRY 1<sup>st</sup>

1. Enter the CRN of your 1<sup>st</sup> choice CHE Lecture into the first box.
2. Enter the CRN of your 1<sup>st</sup> choice CHE LAB into the second box

3. Then select “Submit Changes”

Add/Drop Classes:

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12242	12173								
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# Do It, continued

- If you are lucky and get your 1<sup>st</sup> 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<sup>st</sup> choice Lecture with your 2<sup>nd</sup> 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.

## Look-Up Classes to Add:

 To register for classes, check the box in front of the CRN (C identifies a closed class) and click Register or Add to Worksheet.

### Sections Found

#### Physical Education

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date	Location
<input checked="" type="checkbox"/>	14821	P E	1545	121	MC	1.000	SWIMMING FOR FITNESS	MW	08:00 am-09:15 am	15	15	0	Nicole H. Higgins (P)	03/01-05/05	SRC SP
<input type="checkbox"/>	14822	P E	1545	122	MC	1.000	SWIMMING FOR FITNESS	MW	09:30 am-10:45 am	15	14	1	Nicole H. Higgins (P)	03/01-05/05	SRC SP

**NOTE:** Class meets Mar 1 - Apr 27, 2010. Second Half Semester Class. \*Core PE/Wellness General Education Class.

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# More Advice

- You should try EVERY LAB!
- You should continue to “hunt” for an open CHE lab throughout the remaining open registration and up to the 5<sup>th</sup> 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](http://www.era.appstate.edu)
- Advising's Registration Assistance:  
<http://advising.appstate.edu/registration-assistance/registration-assistance>
- [How to add a Chemistry Lecture and Lab video](#)





# 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.

## Once you get into CHE, look at your schedule:

Subject	Course Num	Seq	Title	Credit Hours	Days	Time	Bldg	Room
CHE	1102	102	INTROD CHEMISTRY II	3.00	TR	0930 - 1045	GWH	110
CHE	1120	110	INTROD CHEMISTRY LAB II	1.00	T	1530 - 1815	GWH	337
CHE	1120	110	INTROD CHEMISTRY LAB II	0.00	T	1530 - 1815	GWH	346

- You will see your CHE Lecture listed once.
- You will then see your CHE LAB listed twice.
  - Check your APP STATE email and AsU Learn the weekend before the semester starts. It will tell you which room to show up to first.
    - The first room is the professor teach you how to complete the lab.
    - In the second room, you will perform the lab.