

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 it
 - c) Do it





Are you currently passing or have already passed one part of Chemistry (lab or lecture)?

Do you only need to take one part of the CHE lecture & lab combination?

Skip to the LAST SLIDE



CHE LABS have “Reserved Seating”

- The following Chemistry LABS have reserved seating:
[1110](#), [1120](#), [2101](#), [4580](#), and [4581](#)
- That means that every lab has a certain # of seats “reserved” for specific majors:
 - BIO – NUR – CFS
 - HES – GES – 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 Lecture & Lab - Study It

- Review steps to register. (See the [Registrar's Web Registration Tutorial](#).)
- Remember to enter the CRNs 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 CRN, you will get a **“Prerequisite and Test Score”** error.

Register for Chemistry Lecture & Lab - Study it

- Every lab offered should be listed on your 1st, 2nd, 3rd choice schedules/flowcharts.
- When it is 15 minutes before you are allowed to register, check your 1st choice schedule to make sure there are still openings in your classes.
 - There is no point in attempting to register 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 Lecture & Lab - Plan It

- Use the “[Search for Classes By Term.](#)”
- Find your 1st choice CHE Lecture.
- Write down its CRN, dates & times.
- For example, let's choose lecture section 103:

| CRN | Subj | Crse | Sec | Cmp | Cred | Title | Days | Time |
|-------|------|------|-----|-----|-------|-----------------------|------|-----------------------------|
| 10639 | CHE | 1101 | 103 | 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 |
|--|------|------|-----|-----|-------|-----------------------|------|----------------------|-----|-----|-----|-----------|-----------|-----------|---|-----------------|------------|-----------------------------------|
| 10637 | CHE | 1101 | 101 | MC | 3.000 | INTROD CHEMISTRY I | MWF | 09:00 am-09:50 am | 77 | 0 | 77 | 0 | 0 | 0 | Amanda Christine Howell (P) | 01/19-05/06 | WEB WEB | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online with a required meeting pattern as noted.</p> | | | | | | | | | | | | | | | | | | |
| 10638 | CHE | 1101 | 102 | MC | 3.000 | INTROD CHEMISTRY I | TR | 09:30 am-10:45 am | 78 | 0 | 78 | 0 | 0 | 0 | Liyana Arachchilage Wajira Ariyadasa (P) | 01/19-05/06 | GWH 112 | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online) with required synchronous virtual meetings for discussion of course materials and practice problems. Optional F2F meetings will be held on Thursdays with limited number of students.</p> | | | | | | | | | | | | | | | | | | |
| 10639 | CHE | 1101 | 103 | MC | 3.000 | INTROD CHEMISTRY I | TR | 11:00 am-12:15 pm | 77 | 0 | 77 | 0 | 0 | 0 | Birendra Dhungana (P) | 01/19-05/06 | GWH 112 | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online) students will be given option to choose between 100% online vs. face-to-face. About one-fourth of 77 students meet face-to-face on Tuesday and another one-fourth meet on Thursday, remaining half students take class 100% online. In-class lectures will be streamed from the classroom, and students may join synchronously but are not required. Recordings of in-class lectures and other resources are uploaded will be uploaded to AsUlearn. More information will be on AsUlearn course site.</p> | | | | | | | | | | | | | | | | | | |
| 11505 | CHE | 1101 | 104 | MC | 3.000 | INTROD CHEMISTRY I | MWF | 01:00 pm-01:50 pm | 78 | 0 | 78 | 0 | 0 | 0 | Victoria A. Moeller (P) | 01/19-05/06 | GWH 110 | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: The majority of this course is offered online (90-99%). This hybrid course will meet face-to-face on Mondays, Wednesdays, and Fridays at the assigned time with a minimum number of students that can attend each day. Students can opt to take this class 100% online. When not attending class F2F, students are required to attend the class via synchronous virtual meetings. The first day of class will be met virtually. More information will be on AsUlearn course site.</p> | | | | | | | | | | | | | | | | | | |
| 12480 | CHE | 1101 | 106 | MC | 3.000 | INTROD CHEMISTRY I | MWF | 12:00 pm-12:50 pm | 77 | 0 | 77 | 0 | 0 | 0 | Jefferson Earl Bates (P) | 01/19-05/06 | WEB WEB | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online with a required meeting pattern. It will meet synchronously Mondays and Wednesdays with asynchronous delivery on Fridays.</p> | | | | | | | | | | | | | | | | | | |
| 12486 | CHE | 1101 | 107 | MC | 3.000 | INTROD CHEMISTRY I | MWF | 08:00 am-08:50 am | 77 | 0 | 77 | 0 | 0 | 0 | Luz Lilana Garcia (P) | 01/19-05/06 | WEB WEB | Science Inq- Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online.</p> | | | | | | | | | | | | | | | | | | |

[How to read the schedule of classes](#)

Plan It (continued)

- Find all the CHE Labs that have a “Time Conflict” with your 1st choice CHE Lecture. *You can't be in 2 places at once.*
- Write down those Labs 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.

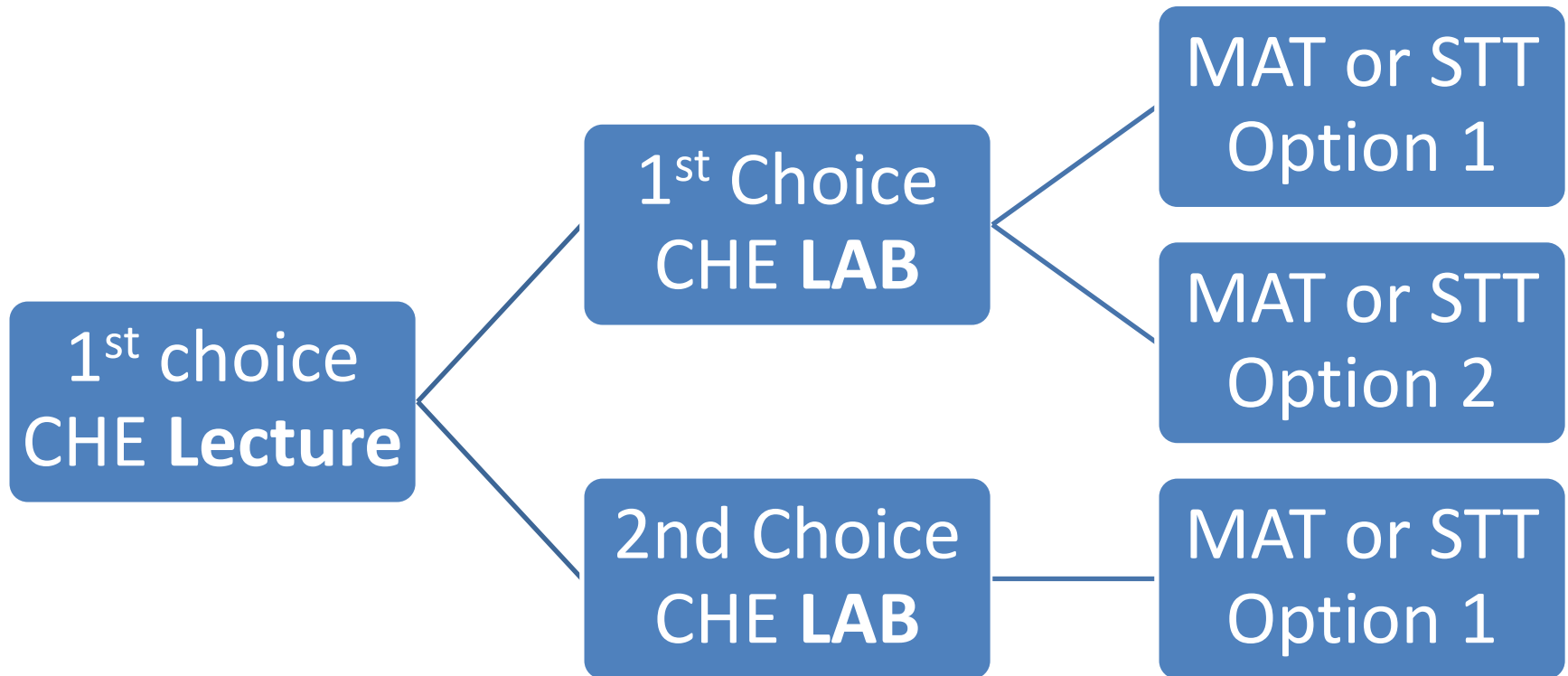
Sections Found

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 |
|--|------|------|-----|-----|-------|----------------------|------|-------------------|-----|-----|-----|-----------|-----------|-----------|--------------------|-----------------|----------|-------------------------------|
| 10645 | CHE | 1110 | 101 | MC | 1.000 | INTROD CHEMISTRY LAB | M | 12:00 pm-02:50 pm | 20 | 0 | 20 | 0 | 0 | 0 | TBA | 01/19-05/06 | GWH 107 | Science Inq-Chemistry:Connect |
| | | | | | | I | M | 12:00 pm-02:50 pm | | | | | | | Wendy L. Lewis (P) | 01/19-05/06 | GWH 314 | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online). Students will receive an email from the coordinator with instructions on which days to attend face to face meetings and which days to meet online during the scheduled lab time. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 10646 | CHE | 1110 | 102 | MC | 1.000 | INTROD CHEMISTRY LAB | M | 12:00 pm-02:50 pm | 20 | 0 | 20 | 0 | 0 | 0 | Wendy L. Lewis (P) | 01/19-05/06 | WEB | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online with a required meeting pattern. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 10647 | CHE | 1110 | 103 | MC | 1.000 | INTROD CHEMISTRY LAB | M | 03:00 pm-05:50 pm | 20 | 0 | 20 | 0 | 0 | 0 | Wendy L. Lewis (P) | 01/19-05/06 | GWH 107 | Science Inq-Chemistry:Connect |
| | | | | | | I | M | 03:00 pm-05:50 pm | | | | | | | TBA | 01/19-05/06 | GWH 318 | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online). Students will receive an email from the coordinator with instructions on which days to attend face to face meetings and which days to meet online during the scheduled lab time. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 10648 | CHE | 1110 | 104 | MC | 1.000 | INTROD CHEMISTRY LAB | M | 03:00 pm-05:50 pm | 20 | 0 | 20 | 0 | 0 | 0 | Wendy L. Lewis (P) | 01/19-05/06 | GWH 107 | Science Inq-Chemistry:Connect |
| | | | | | | I | M | 03:00 pm-05:50 pm | | | | | | | TBA | 01/19-05/06 | GWH 314 | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online). Students will receive an email from the coordinator with instructions on which days to attend face to face meetings and which days to meet online during the scheduled lab time. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 10653 | CHE | 1110 | 112 | MC | 1.000 | INTROD CHEMISTRY LAB | R | 09:30 am-12:20 pm | 20 | 0 | 20 | 0 | 0 | 0 | Wendy L. Lewis (P) | 01/19-05/06 | WEB | Science Inq-Chemistry:Connect |
| | | | | | | I | R | 09:30 am-12:20 pm | | | | | | | TBA | 01/19-05/06 | WEB | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online with a required meeting pattern. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 11507 | CHE | 1110 | 114 | MC | 1.000 | INTROD CHEMISTRY LAB | W | 03:00 pm-05:50 pm | 0 | 0 | 0 | 0 | 0 | 0 | Wendy L. Lewis (P) | 01/19-05/06 | GWH 314 | Science Inq-Chemistry:Connect |
| | | | | | | I | W | 03:00 pm-05:50 pm | | | | | | | TBA | 01/19-05/06 | GWH 107 | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 12186 | CHE | 1110 | 115 | MC | 1.000 | INTROD CHEMISTRY LAB | W | 03:00 pm-05:50 pm | 20 | 0 | 20 | 0 | 0 | 0 | TBA | 01/19-05/06 | GWH 318 | Science Inq-Chemistry:Connect |
| | | | | | | I | W | 03:00 pm-05:50 pm | | | | | | | Wendy L. Lewis (P) | 01/19-05/06 | GWH 107 | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered as a hybrid (at least 50% online). Students will receive an email from the coordinator with instructions on which days to attend face to face meetings and which days to meet online during the scheduled lab time. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |
| 11856 | CHE | 1110 | 116 | MC | 1.000 | INTROD CHEMISTRY LAB | R | 09:30 am-12:20 pm | 20 | 0 | 20 | 0 | 0 | 0 | TBA | 01/19-05/06 | WEB | Science Inq-Chemistry:Connect |
| | | | | | | I | R | 09:30 am-12:20 pm | | | | | | | Wendy L. Lewis (P) | 01/19-05/06 | WEB | Science Inq-Chemistry:Connect |
| <p>NOTE FOR SECTION ABOVE: This course is offered 100% online with a required meeting pattern. This course has reserved seating for specific majors or minors.</p> | | | | | | | | | | | | | | | | | | |

Those labs surrounded by **RED** time conflict with the CHE 1101 Lecture. Therefore if CHE 1101 section 103 is your 1st choice lecture, then you can't register for those **RED** lab sections.

Plan it – continued: Flow Chart



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.

Pro Tip: 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 completing the next step, you know that you most likely could use another non-chemistry class with any lab in that time slot.

3. Plan the 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 CHE lecture is full.

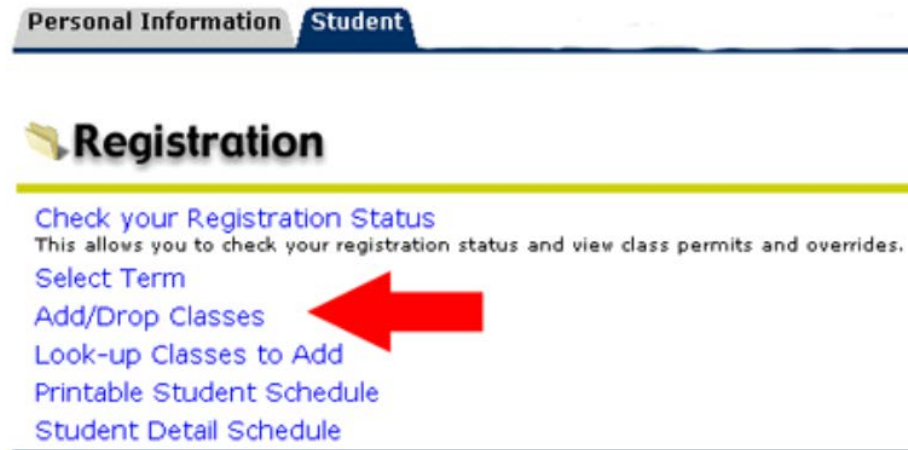
Start your 2nd choice CHE Lecture schedule. Make sure you first list the LABS that time conflicted with your 1st choice Lecture . This way you will be trying the labs that you haven't already tried.

Do you remember how to register?

Visit this link to review how to register:

<http://registrar.appstate.edu/registration/WRStutorial.html>

Log into it AppalNet and go to:



The screenshot shows the AppalNet Student Registration page. At the top, there are two tabs: "Personal Information" and "Student". Below the tabs, the "Registration" section is highlighted with a yellow background. A red arrow points to the "Add/Drop Classes" link in the list of options.

Personal Information **Student**

Registration

[Check your Registration Status](#)
This allows you to check your registration status and view class permits and overrides.

[Select Term](#)

[Add/Drop Classes](#) ←

[Look-up Classes to Add](#)

[Printable Student Schedule](#)


[Student Detail Schedule](#)

Registration:

ALWAYS TRY TO ADD ONLY CHEMISTRY 1st

1. Enter the CRN of your 1st choice CHE Lecture into the first box.
2. Enter the CRN of your 1st choice CHE LAB into the second box.
3. Then select “Submit Changes.”

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 | | | | | | | | |
| Submit Changes | | Class Search | Reset | | | | | | |

Registration, continued

- If you get into your 1st choice CHE Lecture & Lab, great! Now add the CRNS for your other courses that that work with this combination.
- If you are like most students, you may need to try your other Lab choices.
 - Enter the 1st choice Lecture with your 2nd 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.

Common Error Messages

Read **ALL** the error messages (1 for Lecture and 1 for LAB)

- “*Pre-Req/Test Score*” for Lecture means you were unsuccessful in adding the lecture; Read your lab error message.
- “*Pre-Req/Test Score*” for BOTH Lecture and LAB means 1 of 2 things:
You need do not meet the CHE pre-reqs; you may need to take one or both of the following:
 - [Math Placement Test](#)
 - [Chemistry Placement Test \(formerly the Toledo Test\)](#)
- “*Time Conflict*” means there is an open seat for your major in this lecture/lab but you already have a class on your schedule at that time. Drop the other class and re-add the CHE Lecture and Lab section.
- “*Reserved Seating*” for LAB means this section is full for your major.
- “*Closed Section*” means you are attempting to register for a class section that does not have any available seats.

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 CHE seat.
- You can still “look up classes to add” but that takes time and time is not your friend in this situation.

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 (MM/DD) | 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.

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

More Advice

- You should try EVERY LAB.
- If you can't get into CHE:
 - **Build a schedule** with other classes you need.
Remember that 12 hours is the minimum for full-time status but that 15-16 hrs is preferred.
 - Be willing to change your schedule to get a CHE seat.
 - Complete a [CHE Permit Request](#).
- Continue to **hunt** for open CHE LAB & Lecture seats until the 5th day of the semester.

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

INTROD CHEMISTRY LAB II - CHE 1120 - 108

Associated Term: Fall 2020
CRN: 11629
Status: **Web Registered** on May 13, 2020
Assigned Instructor: Wendy L. Lewis 
Grade Mode: Regular Grade
Credits: 1.000
Level: Undergraduate
Campus: Main Campus

Scheduled Meeting Times

| Time | Days Where | Date Range | Schedule Type | Instructors |
|----------------------|------------------|-----------------------------|--------------------------|--|
| 12:30 pm - 3:20 pm T | Garwood Hall 307 | Aug 17, 2020 - Dec 09, 2020 | Web Based-Hybrid (50-89) | TBA |
| 12:30 pm - 3:20 pm T | Garwood Hall 346 | Aug 17, 2020 - Dec 09, 2020 | Web Based-Hybrid (50-89) | Wendy L. Lewis (P)  |

NOTE FOR SECTION ABOVE: This is a hybrid course with required meeting times. This course has reserved seating for specific majors or minors.

- You will see your CHE Lecture listed once.
- You will see your CHE LAB listed **twice**.
 - Check your APP STATE [Mountaineer Mail](#) and/or [AsULearn](#) the weekend before the semester starts. It will tell you which room to show up to first.

You will start in one room where the professor teach you how to complete the lab. Then move to the next room, where you will perform the lab.

Registration Help

- Registration Tutorial:
<http://registrar.appstate.edu/registration/WRStutorial.html>
- Advising's Registration Help:
<https://advising.appstate.edu/current-students/registration-help>



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.
- **Students get into Chemistry if they are persistent and flexible about the rest of their schedule.**

Only need one part of CHE?

If you only need to register for one part of CHE because:

1. You already have a passing grade for the corresponding lecture/lab, or
2. You are currently enrolled in the corresponding lecture/lab (and you are going to pass it)

Then you will need to submit a Chemistry [Permit Request](#) before registering for CHE.

See previous slides for Common Error messages.