COLLEGE OF ENGINEERING
THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
WEB REGISTRATION AGREEMENT

Student Name: _____ **Student ID:** _____

Semester: ☐ **Fall** ☐ **Spring** ☐ **Summer** **Year:** _____

I understand the importance of not deviating from my advisors recommended course schedule when I register for my classes on the web. I also understand that failure to discuss changes I make to my current schedule (or future schedule) may result in delays that could adversely affect my projected graduation date.
I understand that I must make a grade of "C-" or better on ALL prerequisite courses.
Failure to obtain a "C-" or better will result in having to repeat the course.
I acknowledge and understand the College of Engineering Academic Progress Policy.

Student Signature: _____ **Date:** _____

Dept. & Course#	Sec#	CRN	CR Hrs	Course Name

Advisor Approval: _____ **Date:** _____

How to Create A Schedule
1. Go to to **http://my.uah.edu**
2. Enter **Charger ID** and **Charger Password** (see UAH Admissions letter)
3. In **Student Services** area, under **Registration**, select **Schedule Planner**
4. **Add classes using the "Add Course" button**
5. Add breaks for sports practice, work, etc. using "**Add Break**" button
6. See schedule options using "Generate Schedules" and begin browsing
7. Select "View" bedside the schedule you most prefer
8. To register, select "**Send to Shopping C**art.", select "**OK**"
9. Select "**Register**"

How to Add/Drop Individual Classes:
1. To register on the web go to **http://my.uah.edu**
2. Enter **Charger ID** and **Charger Password**
3. In **Student Services** area, under **Registration**, select **Add & Drop Classes**.
4. **Select a Term**, and submit.
5. **Enter CRNs**, or click **Class Search** to find classes.