

READY, SET , REGISTER!



**Registration for Spring 2010 takes place Nov 16 - Dec 4.
Make an appointment to see your advisor now!**

Take these steps to prepare:

Check your enrollment appointment, advisor assignment, holds through the new online Student Center

From www.humboldt.edu

Click on *Student Center* (under Quick Links, Tools, middle right of page),

Sign in to Student Center with your HSU user name and password

Find your enrollment appointment, hold information, advisor assignment and more

Think about what to take next semester. First, review your DARS report through Student Center (full audits--including majors—for students following 2003 and later catalogs in the following majors: Anthropology, Art, Biology, Botany, Business, English, Environmental Resources Engineering, Environmental Science, Fisheries Biology, Forestry, Geology, History, Journalism, Kinesiology/Physical Education, Liberal Studies (Elementary Education), Math, Music, Native American Studies, Natural Resources Planning and Interpretation, Nursing, Oceanography, Philosophy, Psychology, Rangeland Resource Science, Sociology, Social Work, Wildland Soil Science, Wildlife, Zoology. Students in other majors will get a report that audits all-university requirements--GE, DCG, American Institutions, unit and gpa minimums, etc., but not major requirements.)

From www.humboldt.edu

Click on *Student Center* (under Quick Links, Tools, middle right of page)

Log in with your username and password

On the left under *Academic History* choose *DARS*

Click on the yellow *Submit Report* button on the upper right

A grey box will appear that reads, “*Degree Progress Report request has been submitted successfully*”, click *OK*.

Click on the blue *Results* tab at the top

Wait a minute or two, and then click on the yellow *Refresh* button at the upper right

When your audit appears, click on *View PDF*

To print, click the print icon on the upper left

Print and review

Check out your major’s 4-year plan

From www.humboldt.edu

Choose *Majors & Programs* on right side of page
Click on *We have your major*
Choose your major
Click on your major/option under 4-year Academic Plan
(Please note 4-year Academic Plans are available for most, but not all majors)

Now build a tentative schedule: View Schedule of Classes

From www.humboldt.edu

Click on *Class Schedule* (under Quick Links, Course Info, bottom right of page)

Under *Spring Term 2010* click on *Classes*

Classes are listed by subject in alphabetical order

-or-

From the *Student Center* you can click on the green *Search for Classes* button on the upper right corner of the main *Student Center* page to locate the same subject list.

From the *Student Center* you can also find specific classes that meet requirements for general education areas, diversity & common ground, and American Institutions:

General Education

1. Click on *Add a Class* to the left of your class schedule
2. Click on the *Additional Search Criteria* button at the bottom of the page
3. Click on the magnifying glass next to the *Course Attribute* box
4. Choose *General Education*
5. Click on the magnifying glass next to the *Attribute Value* box
6. Choose a general education area
7. Click on the green *Search* button below to the right

Diversity & Common Ground and American Institutions

1. Follow steps 1-3 above
2. Choose *Course Type*
3. Click on the magnifying glass next to the *Attribute Value* box
4. Choose *Diversity & Common Ground* or *American Institutions* courses
5. Click on the green *Search* button below to the right

See your advisor to review your tentative plan, and register at the appointed time.
Remember, the sooner you register, the more likely you are to get the schedule you want.

Not sure how to locate your advisor?

(Your advisor's name is listed on the right of your Student Center main page)

From www.humboldt.edu

Under Quick Links at right, choose *Directories/Faculty & Staff*

Type your advisor's name, enter

Now you have phone (prefix is 826), email (suffix is @humboldt.edu), and office number. Email or call your advisor to arrange an advising session.

Need additional advising help?

Visit, call, email the Advising Center

SBS 295

707.826.5224

advise@humboldt.edu; www.humboldt.edu/~advise.

