

UNB's On-line Registration System

Introduction

For the first time, undergraduate students on the Fredericton Campus of the University of New Brunswick will be able to register using computers available on campus or through the Internet. This on-line computer-based system is intended to make registration easy. By having direct access to UNB's Student Information System, you will be able to register for courses and make any subsequent changes necessary!

You will receive an On-Line Registration Handbook from your faculty. If you still have difficulty using the system, come to the main registration centre in the IUC Science concourse or the Registrar's Office during business hours. Before you begin the registration process, you need to be clear as to the courses for which you will register.

Before You See an Advisor

Timetable Information:

In addition to this printed copy of the timetable, it is also available on the UNB Gopher. An updated timetable with classroom assignments will be mailed to all students during the summer.

You should take a copy of the timetable any your UNB calendar with you for your session with your advisor. Be prepared to construct your timetable for next year.

Conflicts

If you try to register for two courses in the same time slot, a warning message will appear on the screen. Faculties will be advised if a student has registered for two courses in the same time slot, and they have the right to delete one of the courses. Therefore, you should discuss all potential conflicts with your advisor.

Advising

We recognize that students need to discuss their academic programs and plans to ensure that their course selection is appropriate to meet graduation requirements as well as future goals. All students are required to meet with an advisor prior to registering.

Returning students should contact their department office (or dean's office for faculties with no departments) for information regarding advising procedures.

Prerequisites and Restricted Courses

You are required to honour prerequisites attached to courses. Courses selected for which you have not satisfied prerequisites or other requirements can be deleted by your faculty. You will be notified if this occurs. Some courses have restricted access. You should consult your advisor if you want permission to register for a course so designated.

Personal Identification Number (PIN)

You will need your personal identification number and your student identification number to register for courses. **You will be given the necessary PIN once advising has been completed. This personal identification number is for your use only and gives you access to the registration system. For the security of your record, it is important that you not share your PIN with others, and that you exit properly from the registration system once you have completed your entry.**

Non-degree and visiting students will get their PIN from the Registrar's Office.

Students in the Concurrent Bachelor of Education Program will get their PIN from their non-Education faculty advisor.

Audit and "Extra to Degree" Permission

Students wishing to audit a course or to declare a course to be extra to their program must obtain permission from their instructor and the program advisor on a course change form.

Course Cancellation

If a course is cancelled, students will be notified. It is the student's responsibility to select another course with the advisor and to register for it.

COURSE SCHEDULE FORM - FIRST TERM

HOUR	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8:30						
9:30						
10:30						
11:30						
12:30						
1:30						
2:30						
3:30						
4:30						

COURSE SCHEDULE FORM - SECOND TERM

HOUR	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8:30						
9:30						
10:30						
11:30						
12:30						
1:30						
2:30						
3:30						
4:30						