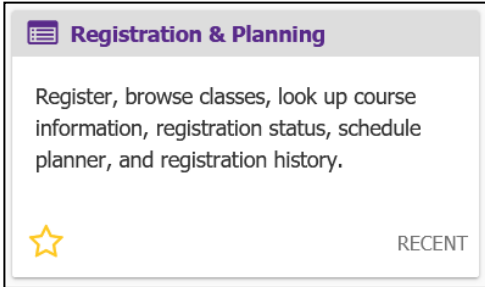
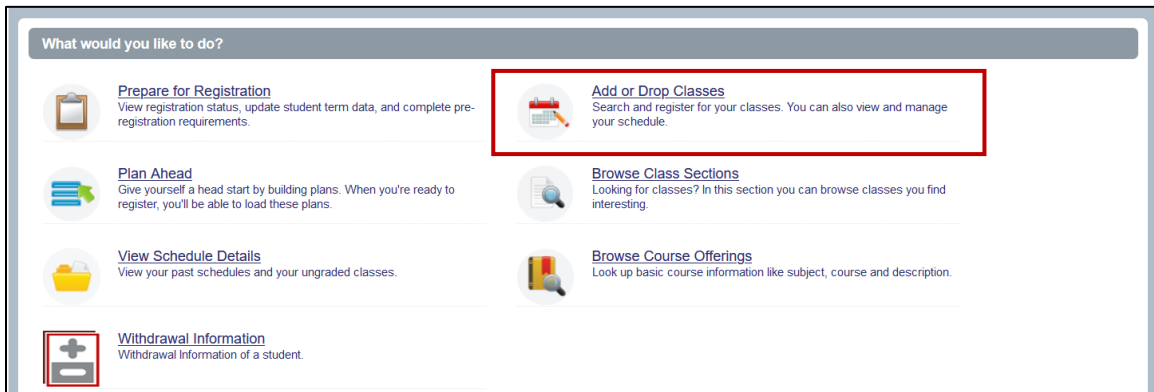


How to register from your plan

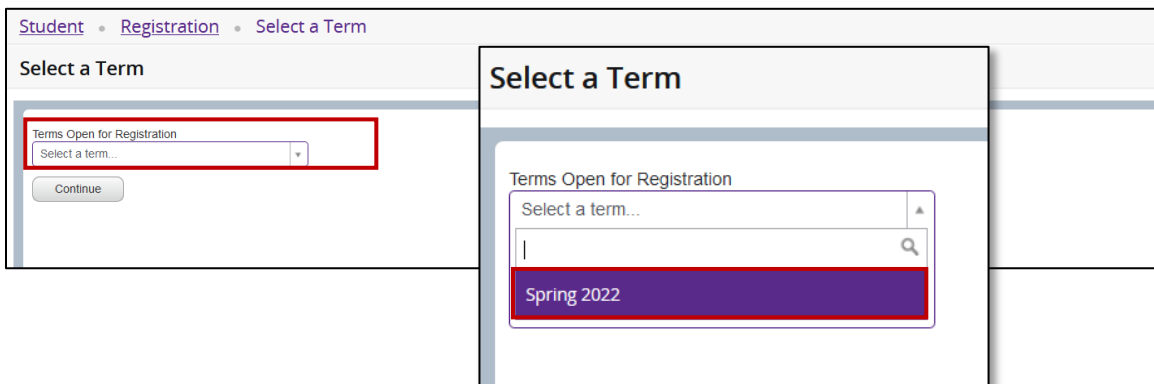
1. Log into Pirate Port.
2. Click on the Registration & Planning Card.



3. Click on the Add or Drop Classes link.



4. Select Registration Term from the Terms Open for Registration pull-down menu.



- Undergraduate Students:** Enter your Registration PIN and click the Continue button. **Please contact your advisor for your Registration PIN.**
Graduate Students: Click the Continue button.

- Click the Plans tab.

- Click the Add All button

Title	Details	Hours	CRN	Schedule Type	Instructor	Grade Mode	Note	Instructional Methods	Course Sections	Add
Cost Accounting	ACCT 3621...	3	33399	Lecture	Christian_Cal.C (...)	Standard Le...		Internet or World Wide Web	View Sections	Add
Intermediate Account...	ACCT 3551...	3	33394	Lecture	Quick_Linda Ann ...	Standard Le...		Face to Face	View Sections	Add

- The classes with specific sections will be added to the Summary window.

Title	Details	Hour	CRN	Schedule Type	Status	Action	Instructional Method
Financial Management...	FINA 3724...	3	32082	Lecture	Pending	"Web Registered"	Face to Face
Operations and Su...	OMGT 31...	3	31687	Lecture	Pending	"Web Registered"	Face to Face
Intermediate Accou...	ACCT 355...	3	33394	Lecture	Pending	"Web Registered"	Face to Face
Cost Accounting	ACCT 362...	3	33399	Lecture	Pending	"Web Registered"	Internet or Wo...

- If you have added courses (classes with no specific section) to your plan, select a section by clicking the View Sections button.

Register for Classes

Find Classes | Enter CRNs | **Plans** | Schedule and Options

Register from a plan.
Term: Spring 2022

Plan: Spring 2022 Created by: You (Preferred)

Title	Details	Hours	CRN	Schedule Type	Instructor	Grade Mode	Note	Instructional Methods	Course Sections	Add
Cost Accounting	ACCT 3621...	3	33399	Lecture	Christian, Cal C (...)	Standard Le...		Internet or World Wide Web	<input type="button" value="View Sections"/>	<input type="button" value="Add"/>
Intermediate Accounti...	ACCT 3551...	3	33394	Lecture	Quick, Linda Ann	Standard Le...		Face to Face	<input type="button" value="View Sections"/>	<input type="button" value="Add"/>
Operations and Suppl...	OMGT 3123...	3	31687	Lecture	Ellis, Danny Fitzg...	Standard Le...		Face to Face	<input type="button" value="View Sections"/>	<input type="button" value="Add"/>
Experiential Leadershi...	BUSI 2200	3							<input type="button" value="View Sections"/>	<input type="button" value="Add"/>
Financial Management	FINA 3724...	3	32082	Lecture	Walker, Matthew...	Standard Le...		Face to Face	<input type="button" value="View Sections"/>	<input type="button" value="Add"/>

Records: 5

Plan: BSBA ACCT 10/4/2021 Created by: Kros, Novine

- Click the Add button to add the section.

Career Withdrawals

Withdrawal Credits Used : 3
Withdrawal Credits Remaining : 13

Return to Plan | Search Results — 15 Classes
Term: Spring 2022 | Subject and Course Number: BUSI2200

Title	Subject Desc	Course	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Instructional Method	Linked Sections	Add
Experiential Leader... Lecture	Business	2200	001	3	32...	Spr...	Brown, Charles...	S W T W F S 02:00 PM - 03:15	Mai...	25 of 25 s... 75 of 75 w...	FUNDING MATRIX CLASS 2 BUSINESS CORE Cultural Diversity Requirement Domestic Diversity Service Learning Designation	Hybrid Primari...		<input type="button" value="Add"/>
Experiential Leader... Lecture	Business	2200	002	3	32...	Spr...	Brown, Charles...	S W T W F S 09:30 AM - 10:45	Mai...	25 of 25 s... 75 of 75 w...	FUNDING MATRIX CLASS 2 BUSINESS CORE Cultural Diversity Requirement Domestic Diversity Service Learning Designation	Hybrid Primari...		<input type="button" value="Add"/>

- Once all classes have been added to the Summary window, Click Submit

Register for Classes

Find Classes | Enter CRNs | **Plans** | Schedule and Options

Career Withdrawals

Withdrawal Credits Used : 3
Withdrawal Credits Remaining : 13

Return to Plan | Search Results — 15 Classes
Term: Spring 2022 | Subject and Course Number: BUSI2200

Title	Details	Hour	CRN	Schedule Type	Status	Action	Instructional Method
Experiential Leader...	BUSI 220...	3	32435	Lecture	Pending	Web Registered**	Hybrid Primari...
Financial Manage...	FINA 372...	3	32082	Lecture	Pending	Web Registered**	Face to Face
Operations and Su...	OMGT 31...	3	31687	Lecture	Pending	Web Registered**	Face to Face
Intermediate Acco...	ACCT 355...	3	33394	Lecture	Pending	Web Registered**	Face to Face
Cost Accounting	ACCT 362...	3	33399	Lecture	Pending	Web Registered**	Internet or Wo...

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 10

12. If registration is successful, you will see a notification, Save Successful, and all sections will be marked in green as Registered.

Student • Registration • Select a Term • Register for Classes

Save Successful

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Career Withdrawals
Withdrawal Credits Used : 3
Withdrawal Credits Remaining : 13

Return to Plan Search Results — 15 Classes
Term: Spring 2022 Subject and Course Number: BUSI2200

Title	Details	Hour	CRN	Schedule Tpt	Status	Action	Instructional M...
Experiential Leader... Lecture	BUSI 2200...	3	32435	Lecture	Registered	None	Hybrid Primari...
Financial Manage...	FINA 3724...	3	32082	Lecture	Registered	None	Face to Face
Operations and Su...	OMGT 31...	3	31687	Lecture	Registered	None	Face to Face
Intermediate Accou...	ACCT 355...	3	33394	Lecture	Registered	None	Face to Face
Cost Accounting	ACCT 362...	3	33399	Lecture	Registered	None	Internet or Wo...

Total Hours | Registered: 15 | Billing: 15 | CEI: 0 | Min: 0 | Max: 18

Submit

13. If any class has a registration error, Click the Submit button to remove the course from your registration. NOTE: [Please review the registration add error page to see why you are getting the error](#)

Student • Registration • Select a Term • Register for Classes

Save Successful

OMGT 3123 CRN 31687: Closed Section

BUSI 2200 CRN 32437: Time conflict with CRN 33394

Register for Classes

Find Classes Enter CRNs Plans Schedule and Options

Return to Plan Search Results — 15 Classes
Term: Spring 2022 Subject and Course Number: BUSI2200

Title	Details	Hour	CRN	Schedule Tpt	Status	Action	Instructional M...
Experiential Leader... Lecture	BUSI 220...	3	32437	Lecture	Errors Prevented	Remove	Hybrid Primari...
Financial Manage...	FINA 3724...	3	32082	Lecture	Registered	None	Face to Face
Operations and Su...	OMGT 31...	3	31687	Lecture	Errors Prevented	Remove	Face to Face
Intermediate Accou...	ACCT 355...	3	33394	Lecture	Registered	None	Face to Face
Cost Accounting	ACCT 362...	3	33399	Lecture	Registered	None	Internet or Wo...

Total Hours | Registered: 9 | Billing: 9 | CEI: 0 | Min: 0 | Max: 18

Submit

14. Click the Return to Plan button, to select different sections.

The screenshot shows the 'Register for Classes' interface. At the top, there are tabs for 'Find Classes', 'Enter CRNs', 'Plans', and 'Schedule and Options'. Below the tabs, a search bar shows 'Search Results — 16 Classes' for 'Term: Spring 2022' and 'Subject and Course Number: BUSI2200'. A red box highlights the 'Return to Plan' button. Below the search results, there is a table with columns for Title, Subject, Course, Section, Hours, CRN, Temp, Instructor, Meeting Times, Campus, Status, Attribute, Instructional Method, and Linked Sections. A 'Class Schedule for Spring 2022' is shown as a grid with days of the week and times from 6am to 10am. A 'Summary' table is also visible, listing registered classes like 'Financial Management', 'Intermediate Accounting', and 'Cost Accounting'.

15. Click the View Sections button to select another section.

This screenshot shows the search results for 'OMGT3123'. The table lists three classes: 'Cost Accounting', 'Intermediate Account...', and 'Operations and Suppl...'. A red box highlights the 'View Sections' button for the 'Operations and Suppl...' class.

This screenshot shows the search results for 'OMGT3123' with a more detailed table view. The table includes columns for Title, Subject, Course, Section, Hours, CRN, Temp, Instructor, Meeting Times, Campus, Status, Attribute, Instructional Method, and Linked Sections. A red box highlights the 'Add' button for the 'Operations and Suppl...' class.