INTRODUCTION TO

COURSE REGISTRATION

UNDERGRADUATE ADVISING & SUCCESS

Fall 2024

#sjsu
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AGENDA

• Academic Advising at SJSU
• How to Enroll
• General Education (Upper Division)
• Planning Tools
• Next Steps
Advising at SJSU

GE Advising (Student Success Centers)
- GE & Graduation Requirements
- Unit Requirements
- Transfer Credits
- Policies and Procedures

Major Advising *(Departments)*
- Major Coursework Planning
- Major Electives
- Minor Advising
- Career Goals

*Exception to Above Advising Model:*
- College of Business and College of Education majors: Both GE and major advising will take place in your Student Success Center.
Student Success Centers

- Jack Holland Student Success Center (Business)
- Lurie College of Education Student Success Center
- College of Engineering Student Success Center
- College of Health & Human Sciences Student Success Center
- College of Humanities & the Arts Student Success Center
- College of Science Student Success Center
- College of Social Sciences Student Success Center
- College of Professional & Global Education Student Success Center
HOW TO ENROLL

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Step 1: Log In

Navigate to one.sjsu.edu, search and select "MySJSU":

You will be prompted to log in:
Step 2: Begin Search

You will be on the Student Center homepage. Click "Search" on right side of page under your "Academics" section.
Step 3: Search Specific Courses

1. Select "Fall 2024" Term

2. Enter department prefix on the Subject line (i.e., 'PSYC'); or click "Select Subject" to locate a prefix.

3. Enter the course number

4. Select ‘Undergraduate’

5. Click ‘Show Open Classes Only’

Click ‘Search’
Step 4: Filter and/or Search Area Courses

- Expand ‘Additional Search Criteria’ to filter by time, days of week, etc.

- Can also use the ‘Requirement Designation’ function to search for courses that satisfy certain areas (i.e., SJSU Studies - Areas R, S, or V)
Step 5: Select your Course(s)

1. Click the arrow next to course name to expand the course options

2. Check status for open classes (indicated by a green circle)

3. Click "Select" on the course in which you wish to enroll
Step 6: Waitlist (optional)

If you choose to waitlist for a full class, select "Waitlist if class is full". (If you make it off the waitlist, you will be automatically enrolled as long as you do not exceed your 17 unit enrollment limit and you've met pre-requisites for the class.) Refer to: How Waitlists Work

Click the "Next" button.
Step 7: Verify Course(s) are added to Shopping Cart

The course has now been added to your shopping cart. Click “Plan”
Step 8: Enroll

Select your course then click ‘Enroll’.

*TIP: Enroll in classes one at a time rather than waiting until all of your courses are in your shopping cart.
Step 9: Final Step

Click "Finish Enrolling" to formally enroll in the course(s) you selected.

A green ‘Success’ bar means you have successfully enrolled.
Classes outside of Major Coursework:

Upper Division General Education Courses

SJSU Studies (Areas R, S, & V)
- R: Earth, Environment & Sustainability
- S: Self, Society & Equality in the U.S.
- V: Cultures & Global Understanding

In some cases, SJSU Studies areas overlap with the major.

Writing in the Disciplines (100W)
- 3 units = 100W is a writing course specific to your major (i.e., PSYC 100W, MUSC 100W, etc.)
- Complete Upper Division Writing Directed Self Placement (UDW-DSP) prior to enrolling in 100W
MyGPS Tools:
Graduation Pathway to Success

MYPROGRESS
Tracks the requirements you have completed, courses currently in-progress, and course you still need to complete.

MYSCHEDULER
Schedule planning tool that helps you create and compare multiple schedules for a semester based on your preferences.

MYPLANNER
Displays course requirements sequentially to map your entire academic path to graduation.

MYROADMAP
Sample advising maps showing how to complete your degree program in two years.
What’s Next?

- Familiarize yourself with SJSU’s [Policies and Procedures](#)
- Explore [MyGPS Planning Tools](#)
- Bookmark [Fall 2024 Calendar](#) for Important Dates & Deadlines
- Schedule appointment with your [Success Center](#) in your first semester

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THANK YOU!

WELCOME TO SJSU, SPARTANS!

UNDERGRADUATE ADVISING & SUCCESS

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