HOW TO REGISTER FOR CLASSES

Log in to <u>OnePratt</u> using your Pratt username and password. Click on the "Plan Schedule" icon. This will take you to Student Planning in Student Self-Service.

Registering for classes takes three steps: **planning** classes, advisor **approval**, and **registration**.

Course Planning

To start planning, find classes to add to your plan. You can use the search bar anytime to look for courses by course code, class title, or subject.

To look for courses according to your degree requirements, click "View Your Progress."



The My Progress page shows an overview of your degree audit.

Expand these sections to view your required classes.

Click on a course code to search for specific courses, or click the "Search" button on any requirement block to find courses that match the requirements.

B. Global/Thinking/MSCI

Take 1 Global elec Complete all of th	tive, 1 Thinkin; e following iter	g elective, and 1 Math/Science ms. <u> 0 of 3 Completed. Hid</u>	Core elective. 2 of these mus le Details	t be Writing Intensive	(counted belo	w)	
1. Complete 1 co	urse. Courses i	must be from rule(s): SS.THINK	🗴 🛆 0 of 1 Courses Comple	ted. <u>Hide Details</u>			
Status		Course		Search	Grade	Term	
i Not Star	rted						
2. Complete 1 co	urse. Courses i	must be from rule(s): SS.GLOB.	. 🛆 0 of 1 Courses Complet	ted. <u>Hide Details</u>			
Status		Course		Search	Grade	Term	
 Not Star 	rted						
3. Complete 1 co	urse. Courses i	must be from rule(s): SCI.CORE	. 🛆 0 of 1 Courses Comple	ted. <u>Hide Details</u>			
Status		Course		Search	Grade	Term	
③ Not Star	rted						

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F		

Plan

Schedule

Your search results will display a list of courses. Filter to refine your search results by semester and availability.

Filter Results Hide	Filte	ers Applied: Brooklyn C	ampus χ (Spring 2022 χ) (Open Se	ctions Only X				
Availability	^ s	SSWI-210T General Psychology (3 Credits) Add Course to						
✓ Open Sections Only (7)	P	sychology is a study of l f psychology and provid	human mental processes, behavior an le them with knowledge of key psycho potional and mental development, beh	d activities. This course is designed ological theories. The course covers	to familiarize students with major areas basic topics of psychology such as origin rders and their treatment			
Subjects	^ R	Requisites:						
Social Science Writing Intensi (1)	L	.ocations: Brooklyn Campus, Manh	attan Campus, Utica Campus					
Locations	^ [View Available Se	ections for SSWI-210T		~			
Brooklyn Campus (1) Manhattan Campus (1) Utica Campus (1)		Spring 2022						
Terms	^	SSWI-2107-01 General Parchalogy Add Section to So						
Spring 2022 (1)		Seats	Times	Locations	Instructors			
Days of Week	^							
Monday (1) Tuesday (1) Wednesday (1)		15	T 9:00 AM - 11:50 AM 1/18/2022 - 5/10/2022	Brooklyn Campus, Engineering Building 109 Lecture	Barahmand, U			
Thursday (1) Friday (1)		SSWI-210T-02 General Psychology	/		Add Section to Schedule			
Time of Day	^	Seats	Times	Locations	Instructors			
Select time range Starts by Ends by	•	15	W 9:00 AM - 11:50 AM	Brooklyn Campus, Engineering Building 109	Kincaid, H			

Click "Add Course to Plan" if you would like approval to take any section of a particular course. In the popup, select the semester you are registering for and click "Add Course to Plan" again.

Course Details

SSWI-210T General Psychology Psychology is a study of human mental processes, behavior and activities. This course is designed to familiarize students with major areas of psychology and provide them with knowledge of key psychological theories. The course covers basic topics of psychology such as origin of human knowledge, emotional and mental development, behavior in groups, psychological disorders and their treatment.

Clos	se	Add Course to Plan
Term	Fall 2021	
Requisites	None	
Locations Offered	Brooklyn Campus, Manh	attan Campus, Utica Campus
Credits	3	

If you prefer approval for specific sections, click the "View Available Sections" dropdown to view details for each class offering, including the time, location, and instructor for each section.

Click "Add Section to Schedule" to view more details and add this course to your plan. Once you have reviewed this pop-up, click the "Add Section" button again.

Section Details						
SSWI-210T-01 General I Spring 2022	Psychology					
Instructors	Barahmand, U (<u>uba</u>	rahma@pratt.edu)				
Meeting Information	T 9:00 AM 11:50 AM 1/18/2022 - 5/10/2022 Brooklyn Campus, Engineering Building 109 (Lecture)					
Dates	1/18/2022 - 5/10/2022					
Seats Available	15 of 15 Total					
Credits	3					
Grading	Graded					
Requisites	None					
Course Description	Psychology is a study of human mental processes, behavior and activities. This course is designed to familiarize students with major areas of psychology and provide them with knowledge of key psychological theories. The course covers basic topics of psychology such as origin of human knowledge, emotional and mental development, behavior in groups, psychological disorders and their treatment.					
Books Total						
Clo	ose	Add Section				

For a calendar view of courses on your plan, go to Student Planning in the top navigation and click on "Plan & Schedule." Or, you can click on "Plan Your Degree and Register for Classes" from the student planning overview.



The calendar view will display any sections added to your plan. The list view to the left shows sections *and* courses added to your plan. Classes shown in yellow are planned but still need to be registered. You will need your advisor's approval to register for classes.

		Ü	Save to iCal			Ð	Print	
Planned: 3 Credits Enrolled: 0 Credits Waitli	sted: 0 Credi	ts						
SSWI-210T-05: General Psychology ×		Sun	Mon	Tue	Wed	Thu	Fri S	Sat
✓ Planned	11am							
Credits: 3 Credits	12pm							
Grading: Graded Instructor: Sapolsky, Z	1pm							
Seats Available: 15	2pm						<u>SSWI-210T-</u> X 05	
Meeting Information	3pm							
View other sections	4pm							
	5pm						-	
	6pm							
	7pm							
	8pm							
	9pm							

Approval

Use the "Advising" tab on the Plan & Schedule page to request a review of your plan. You can include a message to your advisor if you'd like. Click the "Request Review" button to notify your advisor.

You can also email your advisor directly for course approval. Contact information is provided at the end of this tutorial.

A	Academics · Student Planning · Plan & Schedule	
€	Plan your Degree and Schedule your courses	Search for courses Q
۲	Schedule Timeline Advising Petitions & Waivers	
•	My Advisors Meredith Brull (Major) Compose a Note	Request Review Last review requested on 4/9/2021 Course Plan last reviewed on 4/9/2021 by Lai, Quinn
	Hi Meredith! Can you approve the courses that I just planned?	¢

Approved classes will appear in the list view with a green "Approved" banner.

SSWI-210T-05: General Psychology	×		Sun	Mon	Tue	Wed	Thu	Fri	Sat
🖒 Approved		11am							
✓ Planned		12pm							
Credits: 3 Credits		1pm		-					
Grading: Graded Instructor: Sapolsky, Z 1/18/2022 to 5/10/2022		2pm		-				<u>SSWI-210T-05</u> X	
Seats Available: 15		3pm							
View other sections		4pm							
View other sections		5pm							
		6pm							
		7pm							
		8pm							
		9pm							
		10pm							
		11pm							

Registration

When your registration time arrives, you can register for all of your approved classes at once by clicking on the "Register Now" button above the calendar or register for classes individually by clicking "Register" for each class in the sidebar on the left.

Registered courses will display a green "Registered" banner in the list view and switch from yellow to green in the calendar view. You can drop this course any time between now and the end of the add/drop period.



You won't be able to add a class if it is already full, but many classes have waitlists. You can add yourself with the "Waitlist" button next to the class. If a spot becomes available and you are next on the list, you will be notified by email.

Waitlist registration does not happen automatically. You must return to Student Planning and register for the course within two days. If you are no longer interested, you must drop yourself from the waitlist to allow the next student in line to register.

IND-651-06: Prototypes I								
🖒 Appr	က္ခိ Approved							
Viaitlisted Permission to register until 9/2/2021								
Credits: 3 Grading: Instructo 8/30/202 Waitliste	3 Credits Graded rr: Schweder, A 1 to 12/20/2021 d: 1 (Rank: 1) ing Information							
This section has a waitlist								
Register								
	Drop Waitlist							