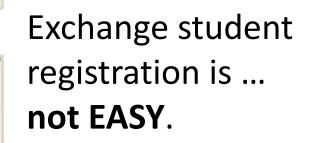
Second Semester Exchange Student Course Registration



I'm here to prepare Exchange Students to register for UNC Charlotte courses. I've already completed one semester. I'm a UNC Charlotte *expert*! Registration? No problem!



Normal Exchange Student submitting course request



Course request:

COMM 3245 COMM 3127 INFO 3150 MGMT 3140

Registration DENIED!-Prerequisites not met



Course request:

X

COMM 3245 COMM 3127 INFO 3150 MGMT 3140

What do you mean? I HAVE met the requirements at my HOME UNIVERSITY! &^%\$#@! Your course history is not in the UNC Charlotte system, but you can register for classes if you follow these steps:

Solution:

- 1. List the classes you want
 - Identify the pre-requites & major restrictions for each class
- 2. Email department contact & request overrides



LOOKING UP CLASSES

Finding next semester's courses

Bring Bring

Login to

My UNC

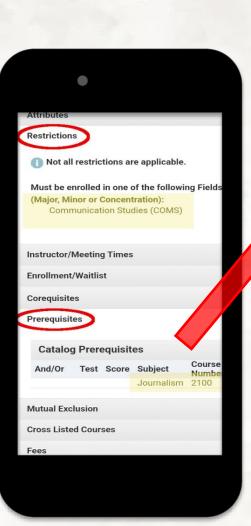
Charlotte

- Select a Term ← Registration Browse Classes ter Your Search Criteria What would you like to do? Select a rm: Spring 2024 Term for Prepare for Registration Class Subject eco View registration status, update student term Search data, and complete pre-registration Spring 2024 requirements Economics Course Number **Register for Classes** Middle, Secondary and K-12 Ed Search and register for your classes. You can Course Spring 2024 also view and manage your schedule Level Secondary Education Fall 2023 Open Plan Ahead Sections Give yourself a head start by building plans. Only When you're ready to register, you'll be able to Summer 2023 (View Only) Ъ load these plans Search **Browse Classes** Advanced Search Looking for classes? In this section you can browse classes you find teresting Registration, Browse Course Catalog Look up basic course information like subject, course and description. Add / Withdrawal Information Drop + Withdrawal Information of a student Browse Select a Choose Registration Classes Add/Drop subject & Term search

Make your list based on subjects offered next semester

COMM 3245- PR Writing COMM 3127 - Global Media INFO 3130 - Mgt. Info Systems MGMT 3140 - Org. Behavior

Click the course title to view RESTRICTIONS and PREREQUISITES



44244444466666677 COMM 3245- PR Writing JOUR 2100 Comm 2145 JOUR 2160 COMM 3127 - Global Media INFO 3130 - Mgt. Info Systems MGMT 3140 - Org. Behavior

List the pre-reqs & restrictions for all of the classes

ALLER COOPERATE COMM 3245- PR writing JOUR 2100 COMM 2145 JOUR 2160 COMM 3127 - Global Media INFO 3130 - Mgt. Info Systems MATH STAT ACCT 2121 + 2122 ECON 1201 + 1202 INFO 2130 Stiny or Jr, Sr MGMT 3140 - Org. Behavior

Email department contact to request overrides

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Dear Professor Johnson,

I am an international exchange student and I want to register for your Spring semester COMM 3245. The catalog says the class has the following restrictions: Pre-



Your ISSO advisor will give you an email template

When registration opens, add classes





See, it's not that hard. You can master Exchange Student Registration by:

- Making a list of pre-requisites and restrictions
- Emailing department contacts to request overrides

Congratulations on your second semester at UNC Charlotte! ③