

PURPOSE

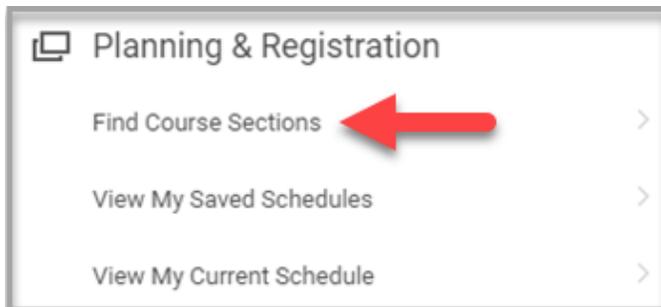
NOTE: These procedures are dependent upon your eligibility to enroll. If you are unable to register for courses using these processes, please schedule an appointment with your [Academic Advisor](#).

Register by: Find Course Sections

1. Open your **Academics** application on your Workday homepage.



2. Under the *Planning & Registration* card on the right, click on **Find Course Sections**.

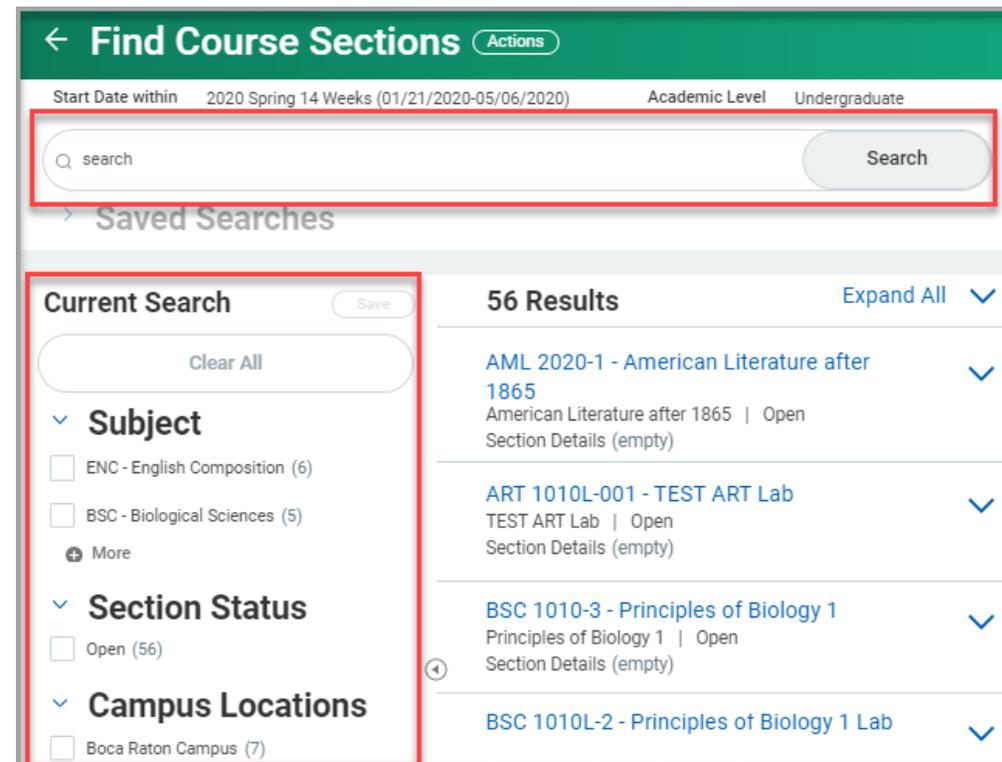


3. Complete all required fields:
 - a. **Start Date within:** Type the term and year you wish to search during (*Ex:* Spring 2020) and press enter. Select the Academic Period desired.
 - b. **Academic Level:** Select all Academic Levels you would like to search for courses in.

- c. **Campus Locations:** This is an optional field that you can narrow your search to only show courses offered at a specific campus.

4. Click **OK** at the bottom of the page.
5. Search for course sections by typing the course code or name of the course in the search field and click the Search button. You can also use the filters on the left to help narrow your search.

NOTE: If searching for classes in a shortened academic period (*EX:* Spring 14 week), click the **Academic Periods** category on the left and then select the shortened term desired.



Find Course Sections Actions

Start Date within 2020 Spring 14 Weeks (01/21/2020-05/06/2020) Academic Level Undergraduate

search Search

Saved Searches

Current Search Save

Clear All

Subject

- ENC - English Composition (6)
- BSC - Biological Sciences (5)
- More

Section Status

- Open (56)

Campus Locations

- Boca Raton Campus (7)

56 Results Expand All

- AML 2020-1 - American Literature after 1865
American Literature after 1865 | Open
Section Details (empty)
- ART 1010L-001 - TEST ART Lab
TEST ART Lab | Open
Section Details (empty)
- BSC 1010-3 - Principles of Biology 1
Principles of Biology 1 | Open
Section Details (empty)
- BSC 1010L-2 - Principles of Biology 1 Lab

Student Advising & Records: Register for Course Sections

6. Click on the title of the course section (in blue text) you would like to register for.
7. Click the **Register** button at the bottom of the page.

NOTE: The **Register** button will not appear if you are not eligible (due to holds, unsatisfied pre-requisite courses, placement scores, etc.) or if you are not within your Registration Appointment window. Please make an appointment with your [Academic Advisor](#) if you are unable to register and believe this to be in error.

9. Repeat steps 2-8 to add all additional course sections you wish to register for this Academic Period.

View Course Section

SLS 1501-1 - Intro To College Experience Actions

Course	SLS 1501 - Intro To College Experience	Instructional Formats	Lecture
Academic Period	2020 Spring Full Term (01/06/2020-05/06/2020)	Enrolled/Capacity	14/100
Status	Open	Meeting Patterns	(empty)
Start/End Date	01/06/2020 - 05/06/2020	Instructor	
Grading Basis	Audit Credit/Non Credit Graded Pass/Fail	Sandra Demauro	
Units	3 Units	Notes	
Description	This Course Enhances Success And Retention Of Students Entering Palm Beach State College. Students Will Engage In Meaningful Self-assessment, Develop And Strengthen Academic Skills, Participate In Career Exploration And Educational Planning, And Explore College Culture And Academic Resources.		

[Add to Schedule](#) [Register](#)

8. Review the selection information displayed and make any adjustments needed. Click **Register** at the bottom of the page to complete registration for this course section.