



# STUDENT GUIDE

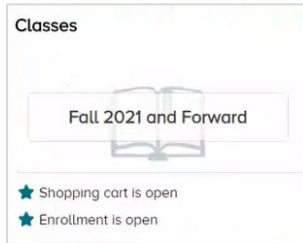
Enrollment: Enroll by My Requirements

*03/29/2021*



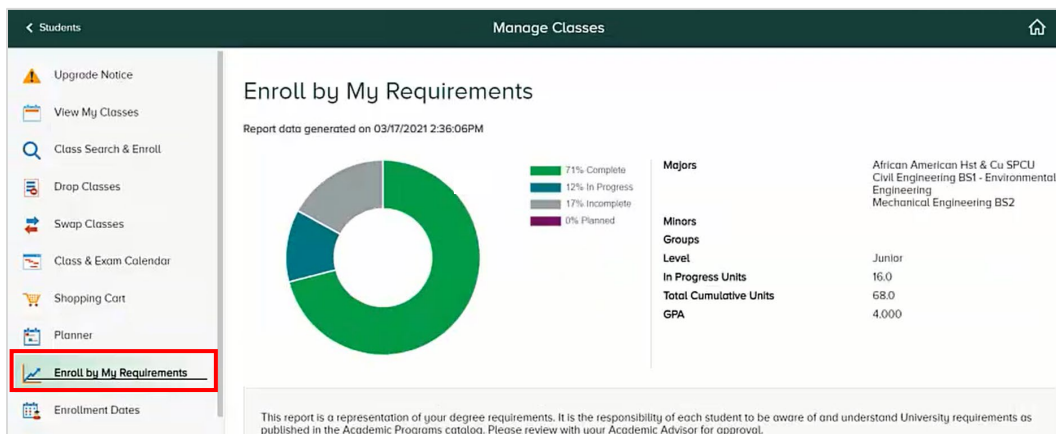


## Enrollment: Enroll by My Requirements



1. From the student home page, click the **Classes** tile. The **Manage Classes** page will open with a list of menu items on the left.
2. Click **Enroll by My Requirements** from the left-side menu.

The top of the page contains a graph displaying the percentage complete for all requirements.



The bottom half of the page contains sections for each group of requirements and lists the specific criteria to satisfy each.

- ✓ The green checkmark indicates that a requirement has been *Satisfied*. Click any *Satisfied* item in the list to see which course or courses were taken to satisfy the requirement.
- ✗ The red X indicates that a requirement has not been satisfied. Click any *Not Satisfied* item in the list to generate a list of courses that will satisfy that requirement.

3. Scroll down and click the requirement you wish to satisfy. In the example below, we selected the **CE 273** course.



**CIVIL ENGINEERING BS1**

✘ Not Satisfied  
CIVIL ENGINEERING BS1

Required Courses

✘ Not Satisfied  
Complete all of the following:

- CE 221  
In Progress
- CE 273**  
✘ Not Satisfied

Courses Completed 0%

The **Requirement Details** page will open listing the course(es) that can be taken to satisfy the requirement.

**Requirement Details**

CE 273  
✘ Not Satisfied

CE 273

Courses 1 required, 0 taken, 1 needed

Courses

The following courses may be used to satisfy this requirement:

Course	Description	Units	When/Typically Offered	Grade	Status
CE 273	→ CEE Measurements	2.00			

4. Click the course hyperlink.

The **Course Detail** page will open.



Course Detail

CE 273  
Civil and Environmental Engineering Measurements

Available as of 09/01/2021.

View Classes Add to Planner Add to What-If

### Course Detail

Course Career Undergraduate

Units 2.00

Grading Undergraduate Graded

Course Component	Lecture	Required
	Laboratory	Required

Academic Group College of Engineering

Academic Organization Civil and Environmental Egr

### Enrollment Information

Enrollment Requirement Prerequisite: ((MTH 132 or concurrently) or (MTH 152H or concurrently) or (LB 118 or concurrently)) and (EGR 102 or concurrently) Semester Alias: CE 271

5. Click **View Classes** to see a list of course offerings.
6. Select a semester you wish to enroll in.

Select a Value

Terms prior to Spring Semester 2021

Terms on or after Spring Semester 2021

Spring Semester 2021

Fall Semester 2021

Spring Semester 2022

A list of course offerings will display.

7. Select a course from the list of offerings.



Course Information								
CE 273								
Civil and Environmental Engineering Measurements								
▶ Course Information								
▼ Class Selection								
Select a class option ⓘ <span style="float: right;">4 options</span>								
Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Open	Regular Academic Session	Class Comp Laboratory - Class Sect 001 -	09/01/2021 - 12/12/2021	Tuesday 8:00AM to 8:50AM	Engineering Building 1538	Staff	Open Seats 20 of 20
			Class Comp Lecture - Class Sect LEC1 - C		Tuesday 9:10AM to 11:00AM	To be announced		>
					Monday 8:00AM to 8:50AM	Engineering Building 1145	Staff	Open Seats 80 of 80
2	Open	Regular Academic Session	Class Comp Laboratory - Class Sect 002 -	09/01/2021 - 12/12/2021	Tuesday 11:30AM to 12:20PM	Engineering Building 1538	Staff	Open Seats 20 of 20

You may need to scroll down to view all offerings in the list.

Course Information								
3								
Open Regular Academic Session Class Comp Laboratory - Class Sect 003 -								
09/01/2021 - 12/12/2021								
Thursday 8:00AM to 8:50AM								
Engineering Building 1538								
Staff								
Open Seats 20 of 20								
Thursday 9:10AM to 11:00AM								
To be announced								
>								
Class Comp Lecture - Class Sect LEC1 - C								
Monday 8:00AM to 8:50AM								
Engineering Building 1145								
Staff								
Open Seats 80 of 80								
4								
Open Regular Academic Session Class Comp Laboratory - Class Sect 004 -								
09/01/2021 - 12/12/2021								
Thursday 11:30AM to 12:20PM								
Engineering Building 1538								
Staff								
Open Seats 20 of 20								
Class Selection								
Thursday 12:40PM to 2:30PM								
To be announced								
>								
Class Comp Lecture - Class Sect LEC1 - C								
Monday 8:00AM to 8:50AM								
Engineering Building 1145								
Staff								
Open Seats 80 of 80								

When you select a course, the two-step enrollment page will appear.



## 8. Complete Step 1 of 2: Review Class Preferences

Class Search and Enroll

Fall 2021  
Undergraduate  
Michigan State University

1 Review Class Preferences  
In Progress

2 Review and Submit  
Not Started

### Step 1 of 2: Review Class Preferences

**Accept**

CE 273 Civil and Environmental Engineering Measurements

Class Comp Laboratory - Class Sect 004 - Class Nbr  
Class Comp Lecture - Class Sect LEC1 - Class Nbr 1

Do you wish to enroll or add the class to your Shopping Cart?

Enroll  
 Add to Shopping Cart

Add to waitlist if class is full?  No

- Verify that this is the correct course.
- Enroll or Add to Shopping Cart? The **Enroll** option will default.
- Add to waitlist if class is full? **Yes** or **No**
- Click **Accept**.

## 9. Complete Step 2 of 2: Review and Submit

- Review the Class, Session, Meeting Dates, Days and Times.
- Click **Submit**.

Class Search and Enroll

Fall 2021  
Undergraduate  
Michigan State University

1 Review Class Preferences  
Complete

2 Review and Submit  
Visited

### Step 2 of 2: Review and Submit

**Submit**

You have selected to enroll in

CE 273 Civil and Environmental Engineering Measurements

Option Status Open

Class	Session	Meeting Dates	Days and Times	Seats
Class Comp Laboratory - Class Sect 004 - Class Nbr 10989	Regular Academic Session	09/01/2021 - 12/12/2021	Thursday 11:30AM to 12:20PM Thursday 12:40PM to 2:30PM	Open Seats 20 of 20
Class Comp Lecture - Class Sect LEC1 - Class Nbr 10990	Regular Academic Session	09/01/2021 - 12/12/2021	Monday 8:00AM to 8:50AM	Open Seats 80 of 80

Class Preferences

A **Confirmation** page will appear with a green checkmark indicating that the class has been added to your schedule.



Students Confirmation

This class has been added to your schedule. X

- Upgrade Notice
- View My Classes
- Class Search & Enroll
- Drop Classes
- Swap Classes
- Class & Exam Calendar
- Shopping Cart
- Planner
- Enroll by My Requirements

✓ CE 273 - Civil and Environmental Engineering Measurements  
This class has been added to your schedule.