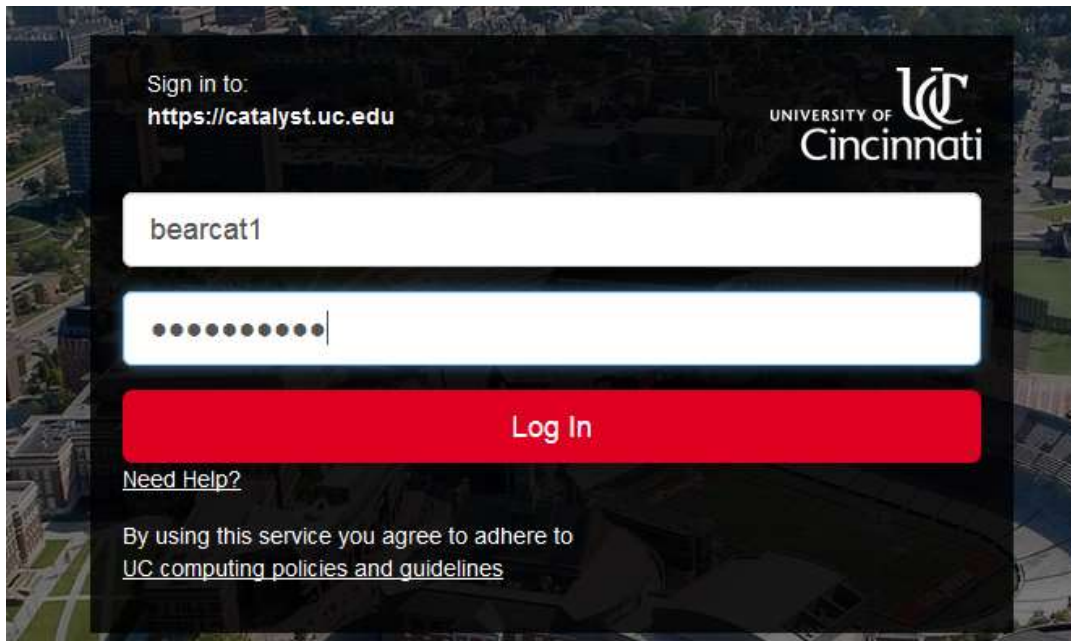


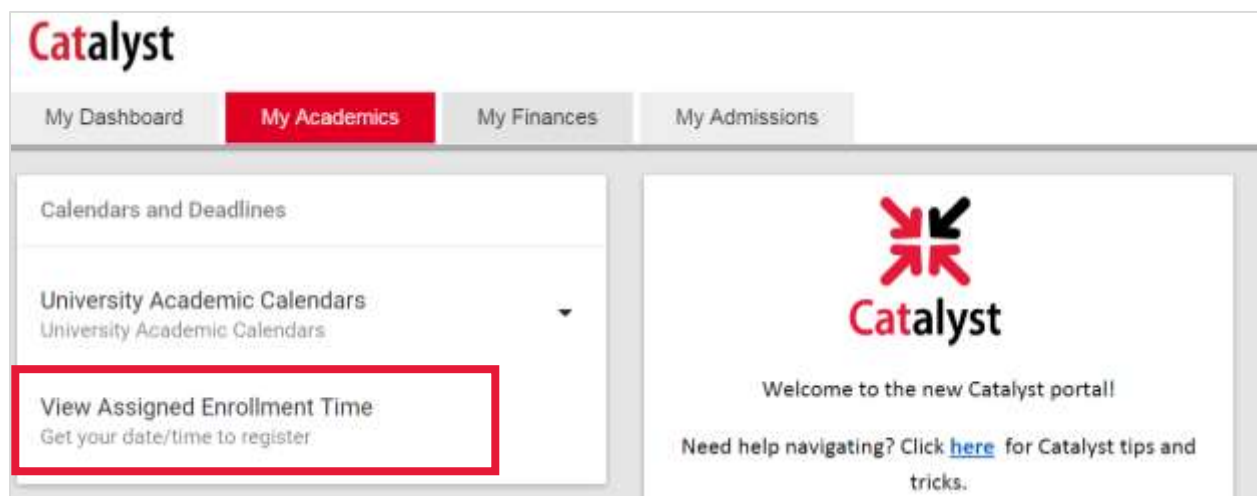
VIEWING ENROLLMENT (REGISTRATION) APPOINTMENTS

Need to confirm your assigned date and time to begin using the enrollment shopping cart and register for the term? It's easy to do in Catalyst.

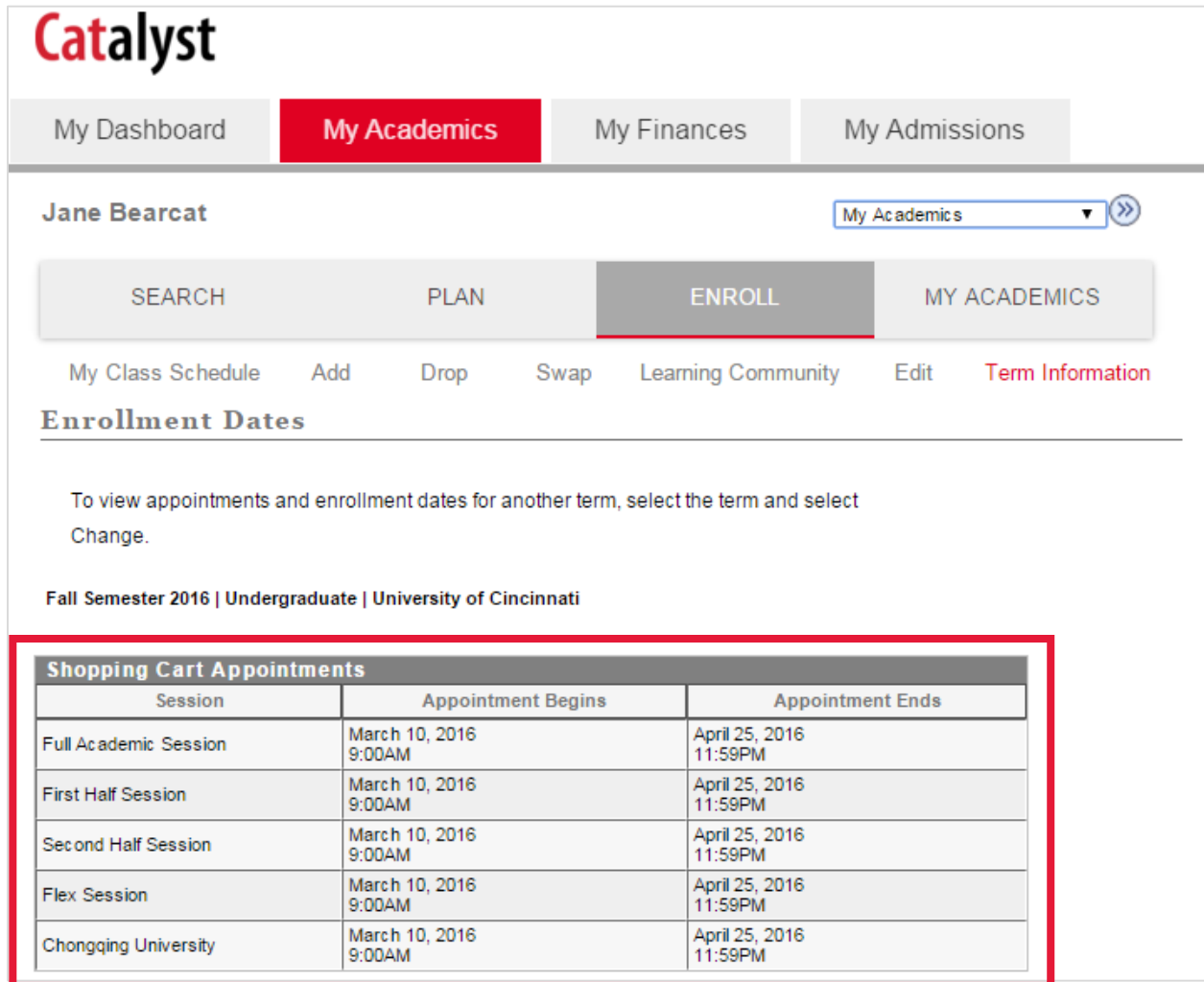
- 1) Go to catalyst.uc.edu and log in with your 6+2 and password.



- 2) Click *My Academics* and select **View Assigned Enrollment Time** listed under the Calendars and Deadlines pagelet.



3) Here, you will first see your **shopping cart appointment begin/end date and time** for each term session. This reflects the date and time you can begin putting classes in your shopping cart.



The screenshot shows the Catalyst web interface for a user named Jane Bearcat. The 'My Academics' tab is selected. Below the navigation bar, there are buttons for SEARCH, PLAN, ENROLL, and MY ACADEMICS. The 'ENROLL' button is highlighted. Underneath, there are links for My Class Schedule, Add, Drop, Swap, Learning Community, Edit, and Term Information. The 'Enrollment Dates' section contains a message: 'To view appointments and enrollment dates for another term, select the term and select Change.' Below this, it says 'Fall Semester 2016 | Undergraduate | University of Cincinnati'. A table titled 'Shopping Cart Appointments' is highlighted with a red border. The table has three columns: Session, Appointment Begins, and Appointment Ends. The data rows are as follows:

Session	Appointment Begins	Appointment Ends
Full Academic Session	March 10, 2016 9:00AM	April 25, 2016 11:59PM
First Half Session	March 10, 2016 9:00AM	April 25, 2016 11:59PM
Second Half Session	March 10, 2016 9:00AM	April 25, 2016 11:59PM
Flex Session	March 10, 2016 9:00AM	April 25, 2016 11:59PM
Chongqing University	March 10, 2016 9:00AM	April 25, 2016 11:59PM

4) Just below your shopping cart appointment, you will see your **assigned enrollment appointment begin/end date and time** for each term session, along with the maximum number of credit hours you can register for. This reflects the date and time you can be registering for classes.

***NOTE:** If one or both of these appointments are not displayed, it means you have not yet been assigned that appointment time for the term.*

Enrollment Appointments						
Session	Appointment Begins	Appointment Ends	Max Total Units	Max No GPA Units	Max Audit Units	Max Wait List Units
Full Academic Session	March 11, 2016 9:00AM	April 25, 2016 11:59PM	18.00	18.00	18.00	18.00
First Half Session	March 11, 2016 9:00AM	April 25, 2016 11:59PM	18.00	18.00	18.00	18.00
Second Half Session	March 11, 2016 9:00AM	April 25, 2016 11:59PM	18.00	18.00	18.00	18.00
Flex Session	March 11, 2016 9:00AM	April 25, 2016 11:59PM	18.00	18.00	18.00	18.00
Chongqing University	March 11, 2016 9:00AM	April 25, 2016 11:59PM	18.00	18.00	18.00	18.00

5) Once your appointment time has ended, your enrollment and shopping cart appointments will be removed. Please view the **Open Enrollment Dates by Session** table for information regarding the last date to enroll in each session.

Open Enrollment Dates by Session		
Session	Begins On	Last Date to Enroll
First Half Session	April 25, 2016	August 29, 2016
Second Half Session	April 25, 2016	October 17, 2016
Full Academic Session	April 25, 2016	December 10, 2016
Flex Session	April 25, 2016	December 10, 2016
Chongqing University	April 25, 2016	December 10, 2016

- 6) Be sure to review your **To Do List** and **Service indicators** listed on *My Dashboard*. Outstanding tasks in either of these sections could prevent you from validating classes in your shopping cart and/or block you from registering.

