Create My Schedule

Sending Schedules to My Enrollment Shopping Cart

When a user has found a schedule that best fits their needs, they will need to send that schedule to their enrollment shopping cart in Catalyst and complete their enrollment in those courses there. Below are the steps a user needs to take in order to generate a schedule and send it to their enrollment shopping cart in Catalyst.

1. Navigate to Create My Schedule and generate a list of potential schedules for courses you are interested.

2. View potential schedules and identify the schedule you are interested in enrolling in.

3. Locate and select **Send to Shopping Cart** at the top of the schedule page. Doing so will cause Create My Schedule to present you with a notification informing you that you will be redirected to the Catalyst Enrollment Shopping Cart. Selecting ‘Continue’ will close Create My Schedule and open your Enrollment Shopping Cart in Catalyst.
4. When the Enrollment Shopping Cart opens, click the **Import Cart** button pictured below to import your schedule.

5. Verify important details of your scheduling experience, like verifying the terms, grading basis, and units for each course, and complete your registration in Catalyst.