Create My Schedule

Validating your Schedule

When a student has found a schedule that best fits their needs, it is recommended that they verify their eligibility to enroll in the classes listed in that schedule prior to sending that schedule to their enrollment shopping cart in Catalyst. Below are the steps a user needs to take in order to validate their schedule of interest.

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 Validate at the top of the schedule page. Doing so will cause Create My Schedule to analyze your schedule and determine your eligibility to enroll in the classes it includes.

As Create My Schedule is analyzing your eligibility to enroll in classes in your schedule of interest, you will see the following image.
4. When Create My Schedule has finished analyzing your eligibility to enroll in classes in your schedule of interest, you will be presented with your results. If you are not eligible to enroll in any course in your schedule, your results will include an explanation of the unmet criterion.

5. If you are eligible to enroll in your classes of interest you will then need to send your schedule to the Enrollment Shopping Cart in Catalyst in order to complete your enrollment. If you are not eligible to enroll in classes in your schedule of interest, consider replacing or removing the ineligible courses.