How to Complete Course Based Registration

Step 1: Login
   a. Login to MyHumber

Step 2: Academic Progress: Students can plan a timetable prior to registration on Academic Progress.
   a. Click Student
   b. Click Academic Progress

Step 3: Check Requirements in Academic Progress
Check required courses for the semester

Architectural Technology - COMPLETE

Catalog term: Fall 2022, Cumulative Program GPA: 0.0

Unmet conditions for this set of requirements: 36 courses are required. You currently have 0. You still need 36 more courses.
A minimum of 9 courses must be taken at Humber. Your Cumulative Program GPA is 0.0. A 60% Cumulative Program GPA is required.

- SEMESTER 1
  - Autocad 1 Still needed: 1 Class in ARC 100
  - Drafting and Detailing: House Design Still needed: 1 Class in ARC 121
  - Visual Representation Still needed: 1 Class in ARC 122
  - Materials and Methods 1: Wood Construction Still needed: 1 Class in TMTM 101
  - Technical Mathematics 1 Still needed: 1 Class in CORE 100
  - College Read & Writing Skills Still needed: 1 Class in CORE 100

Degree Students:
For degree students, please view the “Degree Elective Requirements” section at the bottom of the worksheet

Degree Elective Requirements - Finance - COMPLETE

Please note, the following are not additional courses required for your program, but are additional requirements for your Degree Electives. When you are choosing your Degree Elective(DEGE) courses, the following requirements will also need to be met. Please use the Look Ahead function to make sure the Degree Elective course you plan to register in will satisfy one of these requirements.

- At least 2 lower level courses from at least two categories
  - Still needed: Choose from 2 of the following:
    - Arts and Humanities
      1 Class in @ @ with attribute = LOWR and attribute = AH
    - Society, Culture and Commerce
      1 Class in @ @ with attribute = LOWR and attribute = SCC
    - Science and Technology
      1 Class in @ @ with attribute = LOWR and attribute = ST

- At least 2 higher level courses from at least two categories
  - Still needed: Choose from 2 of the following:
    - Arts and Humanities
      1 Class in @ @ with attribute = UPRI and attribute = AH
    - Society, Culture and Commerce
      1 Class in @ @ with attribute = UPRI and attribute = SCC
    - Science and Technology
      1 Class in @ @ with attribute = UPRI and attribute = ST
Registration Option # 1 – Entering Course Reference Number (CRN) based on Academic Progress
   a. Enter CRNs based on the Academic Progress course link
   b. Add a CRN, then click Add to Summary button
   c. To add a new CRN line, click on + Add Another CRN or use Tab key
   d. Click Submit to register

Registration Option # 2 – Search Courses using “Find Classes”
   a. Click Find Classes
   b. Enter your Search Criteria ~ Add the course in the “Subject” field and the course number in the “Course Number” field or “Course and Elective Attributes”
Registration Option # 3 – Register from a plan

a. Click **Plans**

b. Click **Add All** from your plan

c. Verify you have the necessary pre-requisites and the matrix is conflict free, and then click **Submit**

Adding Classes to Registration area

a. Select one of the sections available, click **Add**

b. The selected course will move to the Schedule and Summary areas.

c. Check if there are any conflicts in the matrix

d. Click **Submit** to register
Ensure Registration was successful

a. Registration was processed when you clicked Submit

b. Ensure you see Registered status next to each course