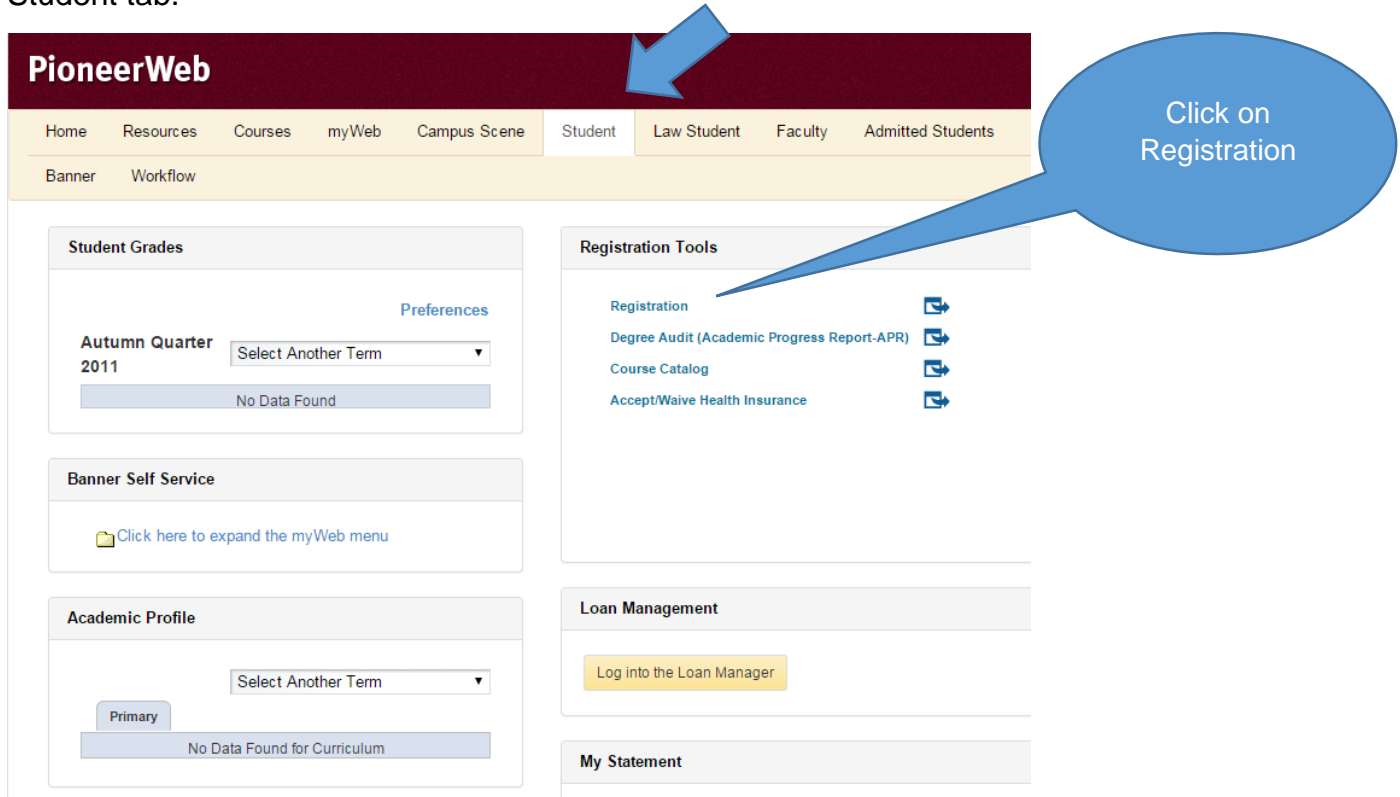


# How to Register for Your First-Year Seminar

Review First-Year Seminars at <http://www.du.edu/fsem>. Select two or three possibilities that interest you. Note the CRN (course reference number) or section number. You can find the right seminar with these numbers.

Log into PioneerWeb (<https://pioneerweb.du.edu>) using your DU ID and Passcode. Click on the Student tab.



**PioneerWeb**

Home Resources Courses myWeb Campus Scene **Student** Law Student Faculty Admitted Students

Banner Workflow

**Student Grades**

Autumn Quarter 2011  [Preferences](#)

No Data Found

**Registration Tools**

- [Registration](#)
- [Degree Audit \(Academic Progress Report-APR\)](#)
- [Course Catalog](#)
- [Accept/Waive Health Insurance](#)

**Banner Self Service**

[Click here to expand the myWeb menu](#)

**Academic Profile**

Primary

No Data Found for Curriculum

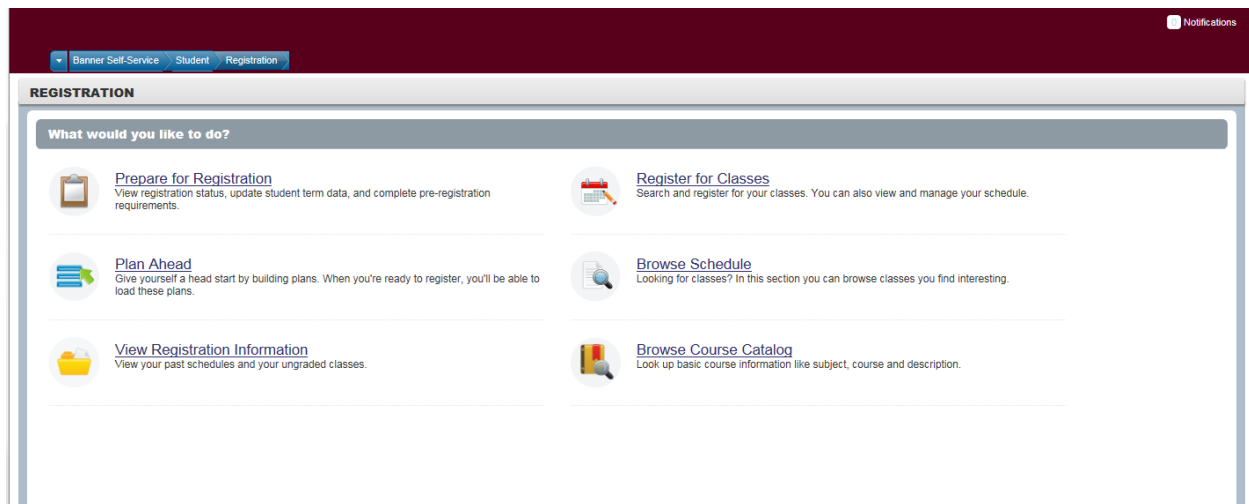
**Loan Management**

[Log into the Loan Manager](#)

**My Statement**

Click on Registration

Click "Register for Classes".



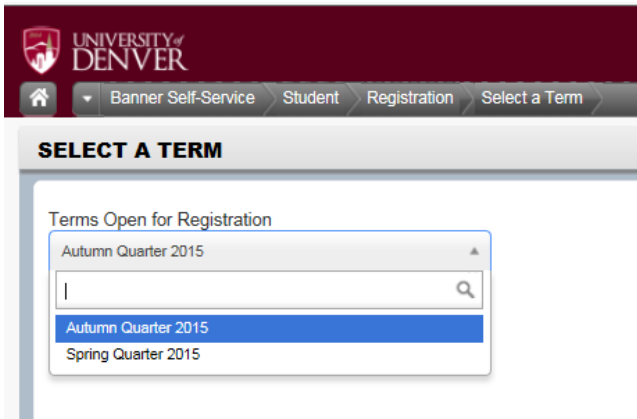
Banner Self-Service Student **Registration** Notifications

**REGISTRATION**

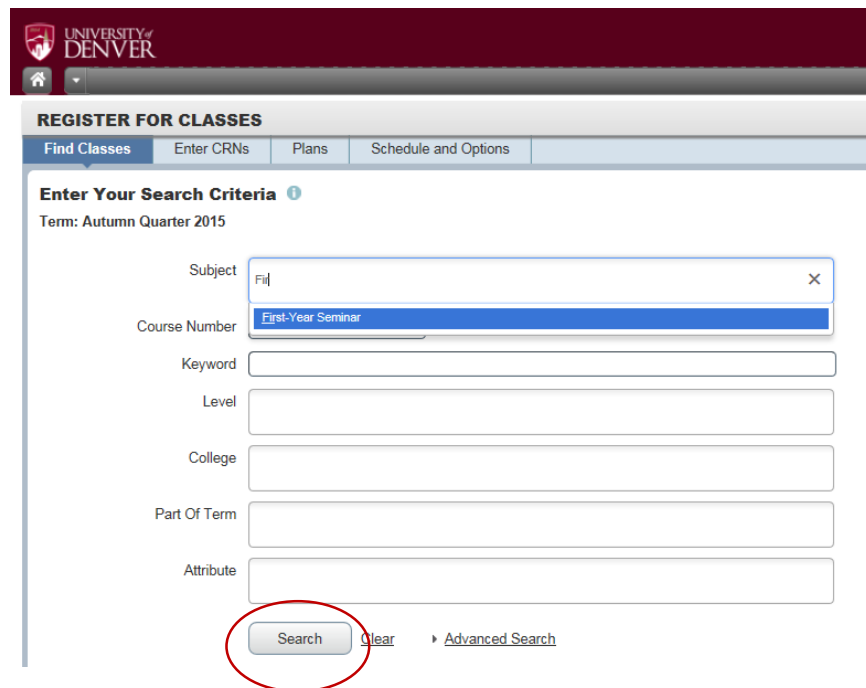
What would you like to do?

- Prepare for Registration**  
View registration status, update student term data, and complete pre-registration requirements.
- Register for Classes**  
Search and register for your classes. You can also view and manage your schedule.
- Plan Ahead**  
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.
- Browse Schedule**  
Looking for classes? In this section you can browse classes you find interesting.
- View Registration Information**  
View your past schedules and your ungraded classes.
- Browse Course Catalog**  
Look up basic course information like subject, course and description.

You will be prompted for the term. Select Autumn Quarter 2015 (not Autumn Semester).



You can search for DU classes by many different criteria. For now, begin typing “First-Year Seminar” in the Subject box. Select First-Year Seminar and click “Search” at the bottom of the window.



All First-Year Seminars will show in the top panel, sorted by section number. Find the section for which you want to register. You can hover over the title to see the full course title. You can click on the title for additional details including a complete course description. Meeting times and available seats are shown. When you find the section with available seats to register for, click “Add.”

The screenshot shows the 'REGISTER FOR CLASSES' interface. At the top, there are navigation tabs: 'Find Classes', 'Enter CRNs', 'Plans', and 'Schedule and Options'. Below this, a search bar indicates 'Search Results — 77 Classes' for 'Term: Autumn Quarter 2015' and 'Subject: First-Year Seminar'. A table lists the following sections:

Subject	Subject Description	Course N	Section	Title	Hours	CRN	Term	Instructor	Meeting Times	Status	Action	
FSEM	First-Year Seminar	1111	01	First Year Seminar: An Introduction to...	4	3263	Autumn...	Yin, Mei (Primary)	S M T W T F S 10:00 AM - 11:50 AM	Building: None Room: ...	18 of 18 seats remain.	Add
FSEM	First-Year Seminar	1111	02	First Year Seminar: Physics for Future...	4	3264	Autumn...	Iona, Steven (Primary)	S M T W T F S 08:00 AM - 09:50 AM	Building: None Room: ...	18 of 18 seats remain.	Add
FSEM	First-Year Seminar	1111	03	First Year Seminar: Immigrant Stories...	4	3265	Autumn...	Keif, Lydia (Primary)	S M T W T F S 08:00 AM - 09:50 AM	Building: None Room: ...	16 of 16 seats remain.	Add
FSEM	First-Year Seminar	1111	04	First Year Seminar: Make Me Laugh T...	4	3266	Autumn...	Castellani, Victor (Primary)	S M T W T F S 08:00 AM - 09:50 AM	Building: None Room: ...	16 of 16 seats remain.	Add
FSEM	First-Year Seminar	1111	05	First Year Seminar: Mexican-American ...	4	4424	Autumn...	Escobedo, Elizabeth (Primary)	S M T W T F S 02:00 PM - 03:50 PM	Building: None Room: ...	20 of 20 seats remain.	Add
FSEM	First-Year Seminar	1111	06	First Year Seminar: Recession-Era Me... Era Media Culture	4	4424	Autumn...	Nygard, Taylor (Primary)	S M T W T F S 12:00 PM - 12:50 PM S M T W T F S 12:00 PM - 01:50 PM	Building: Mass Comm... Building: Mass Comm...	15 of 15 seats remain.	Add
FSEM	First-Year Seminar	1111	07	First Year Seminar: Cross-Cultural Dev...	4	4553	Autumn...	Dmitrieva, Julia (Primary)	S M T W T F S 10:00 AM - 01:50 PM	Building: None Room: ...	18 of 18 seats remain.	Add
FSEM	First-Year Seminar	1111	08	First Year Seminar: Nuclear weapons...	4	3267	Autumn...	Zink, Barry (Primary)	S M T W T F S 08:00 AM - 11:50 AM	Building: None Room: ...	18 of 18 seats remain.	Add

The 'Add' button for section 06 is highlighted with a red circle. A tooltip is visible over the title of section 06, showing the full course title: 'First Year Seminar: Recession-Era Media Culture'. At the bottom, there are 'Panels' and 'Submit' buttons.

The class has been placed in the Calendar View and in the Summary View. Since it has not been submitted, the course will be shaded.

The screenshot shows the 'REGISTER FOR CLASSES' interface with the 'Schedule' and 'Summary' views open. The 'Schedule' view shows a calendar for Autumn Quarter 2015. The course 'First Year Seminar: Mexican-American History and Culture' is shaded in grey, indicating it is not yet submitted. The 'Summary' view shows details for the course:

Title	Details	Hours	CRN	Schedule Type	Status	Action
First Year Seminar: Mexican-American History and Culture	FSEM 1111, 05	4	4424	Lecture	Pending	**Web Registered**

The 'Add' button in the search results table is circled in red. At the bottom, there are 'Panels' and 'Submit' buttons.

Click submit. The course in the calendar view and in the summary will change to green. The status in the summary will state “Registered.” Congratulations! You have registered for your First-Year Seminar. You can sign out.

## Special Notes

If you have questions about the First-Year Seminars, call the Discoveries Orientation Office at 303-871-3860.

If you have any difficulties or questions about registration, call the Office of the Registrar at 303-871-4095 between 8:00 and 4:30 p.m. MDT. Have your DU ID number handy.

Students are not permitted to drop their last class online. Thus you cannot drop your First-Year Seminar. If you wish to change to a different First-Year Seminar, click Add on the new section from the search results. You can change the Action for the desired section to Registered and the original section to Drop. Check the “Conditional Add and Drop” box. Click Submit. If the new section is available, your sections will be changed. If it is not available, no change will be made.

The screenshot shows a registration summary interface. At the top, there is a 'Summary' tab. Below it is a table with columns: Title, Details, Hours, CRN, Schedule Type, Status, and Action. There are two rows of data. The first row has a status of 'Pending' and an action dropdown set to '\*\*Web Registered\*\*'. The second row has a status of 'Registered' and an action dropdown set to 'DW Web Drop/del...'. A red circle highlights these two dropdown menus. Below the table, there is a summary bar showing 'Total Hours | Registered: 4.0 | Billing: 4.0 | CEU: 0.0 | Min: 0.0 | Max: 19.0'. At the bottom, there is a checkbox labeled 'Conditional Add and Drop' which is checked, and a 'Submit' button. A red circle highlights the checkbox and the submit button.

Title	Details	Hours	CRN	Schedule Type	Status	Action
First Year Seminar: An Introduct...	FSEM 1111, 01	4	3263	Lecture	Pending	**Web Registered**
First-Year Seminar: Mexican-A...	FSEM 1111, 05	4	4424	Lecture	Registered	DW Web Drop/del...

Total Hours | Registered: 4.0 | Billing: 4.0 | CEU: 0.0 | Min: 0.0 | Max: 19.0

Conditional Add and Drop ?