The Registrar’s Office can help you with:
✓ Registration
✓ Holds Preventing Enrollment
✓ Waitlist Process
✓ Time Conflicts
✓ Credit Overloads
✓ Transcripts/Diplomas
✓ Enrollment Verification
✓ Important Dates and Deadlines
✓ Graduation Assistance
✓ Immunization Records
✓ Understanding University Policy

This is your Rebel Student Homepage. From this screen you can:
- Register for classes
- Check the holds on your account
- Review your enrollment appointment
- Review your financial aid and tuition charges
- Update personal and address information
When searching for courses:

- You must search using a keyword (course, subject, class, topic, etc)
- If you don’t know the exact subject or number you can click Additional ways to Search to find courses your academic advisor has recommended
- Some subjects have different initials for undergraduate and graduate courses (ex: math is undergraduate and mat is graduate)
- Not all departments enter the instructor names before the start of registration, using that search criteria can limit your results

View Search Results

- You can view all of the courses that match your search criteria
- If you want to add to the waitlist for a class you will need to remove the Open Classes Only filter by clicking the x

- You can filter your results using the options on the left
- You may need to click the horizontal bars to expand the menu if you are searching on your phone or other mobile device
Click on the result to see more information about the class:

- You will see additional information about the meeting dates, location, instructor and number of open seats
- Select the course to continue with the enrollment process

You can EITHER enroll in the class or add it to your shopping cart to add it later

- Adding it to the shopping cart does not mean that you are enrolled in the course
- The shopping cart does not save your place in the course
- There are additional steps to complete the transaction whether you enroll or add the course to your cart

There are always multiple steps. Pay close attention to each one

Step 2 of 4: Review Class Preferences

PEX 111 Jogging
29217 - 1001 - LEC - Open

Add to waitlist if class is full? Yes

You will only be added to the WL if it is full
IF you do not select this option, and the class fills up before you finish the steps you will need to start over to add to the WL

Step 3 of 4: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?
Student Registration Guide
Office of the Registrar

2019 Spring
Undergraduate

View the results of your request to enroll:

- **A successful** enrollment means that you are now registered for the requested courses. You can view your updated charges in your student center.
- **Requisite error:** If you receive a prerequisite or corequisite error you must contact the department that offers the course. The contact information for the academic departments can be found online at [https://www.unlv.edu/directories/academic-units](https://www.unlv.edu/directories/academic-units)
- **Department Consent:** You should also contact the department (link above) directly if your course requires Department Consent.
- **Time Conflict:** If you receive a time conflict error you may choose a different section of the same course that does not meet at the same time as one of your other courses or complete a time conflict petition with instructor permission.
- **Holds:** If you receive an error that there are holds on your account you must review your student center and contact the appropriate office to resolve the hold.
- **Maximum Credit Limit:** If you wish to have your credit limit raised you must complete the credit overload form here: [https://www.unlv.edu/registrar/forms](https://www.unlv.edu/registrar/forms). It must be approved by your academic advisor.
- **Drop Consent:** Some courses require consent to drop. You should obtain this permission from the department.

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