

Introduction to the Student Center

The EIS Student Center is a “one-stop-shop” for many student view and update functions. The student center allows the student to view grades, GPAs, schedules, programs and plans, student finances, transfer information, basic demographic data, the schedule of classes, and allows the student to register for classes.

Log on to my.unt.edu.

The screenshot shows the my.unt.edu website. The header includes the UNT logo and navigation links for Catalogs, People & Departments, Calendars, and Maps. A sign-in form is located on the left, with fields for EUID# and Password, and a Login button. To the right is a large image of the University of North Texas entrance. Below the sign-in form are three main sections: Class Search, Visual Schedule Builder, and Get Help. At the bottom, there are links for User Agreement and Maintenance.

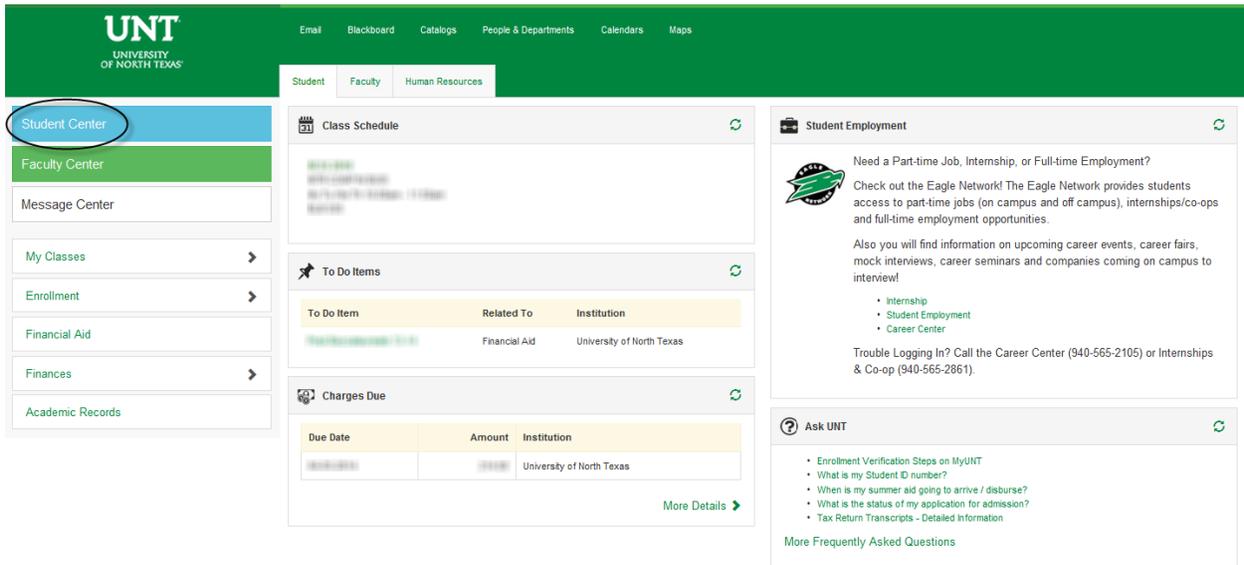
➤ When you first log into myUNT, you may see the following screen:

The screenshot shows a confirmation dialog box on the my.unt.edu website. The dialog box is titled "Please confirm before proceeding" and contains information regarding Bacterial Meningitis for new students. It includes a link to the Health Center Meningitis Info page and a link to the Health Center Immunization Info page. A "Confirm" button is at the bottom right of the dialog box.

Per the Texas Education Code, all new students, including transfer students, must meet immunization requirements.

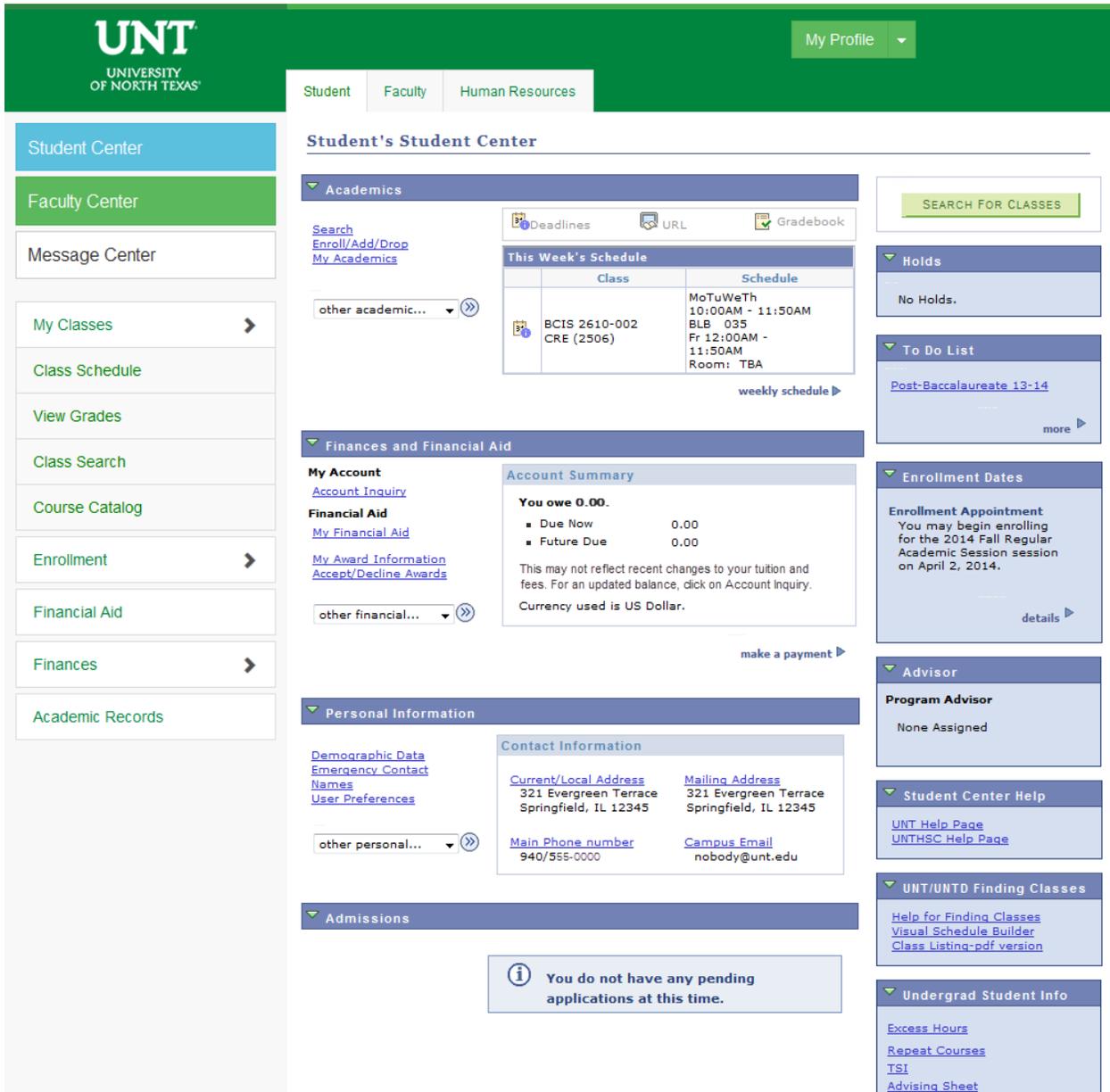
- Read the provided information before clicking Confirm. For more complete information about immunization requirements, please visit the [Health Center Immunization Information](#) page.

After logging into myUNT, click on the Student Center link.



STUDENT CENTER: The student center page displays a student's schedule, allows the student to search and register for classes, inquire about account summaries, view holds and review and update demographic information.

The page also has invaluable links to a student's grades, excess hours, TSI and repeated courses.



ADMISSIONS INFORMATION: The Admissions section lists all pertinent admission application data.

By clicking on the Application Status link, a student can view his or her application status, admission progression, and a summary of his or her application data.

Student

Account Inquiry

Application Status

Now that you have been accepted, you will be eligible for enrollment during orientation. Please refer to the appropriate schedule of classes for information regarding orientation and registration times/procedures.

Academic Institution	Term	Program	Application Number	Academic Career	Application Date
University Of North Texas	2005 Fall	Arts and Science	00058058	Undergraduate	05/16/2005

This application is Complete.

UNT Undergraduate Admissions contact info:
Phone: 1 800 868 8211
Email: undergrad@unt.edu

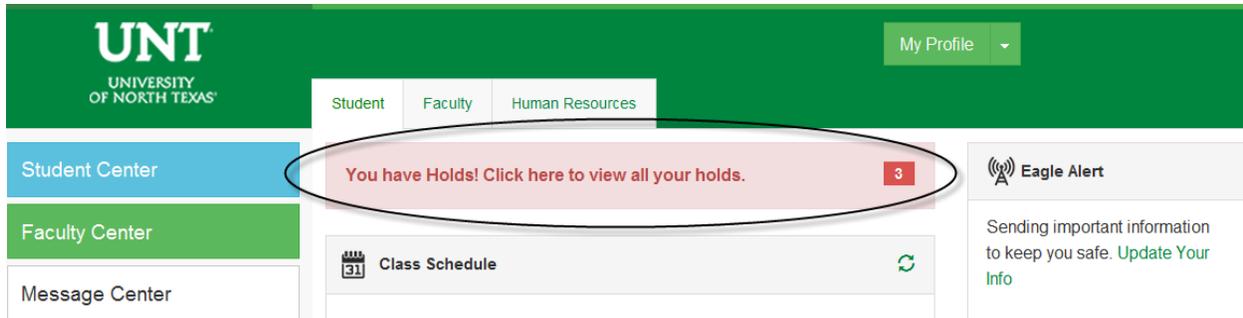
End of Application

[View All To Do Items](#)

Account Inquiry

HOLDS INFORMATION: This section of the student center lists active holds on a student's account. Some holds you can clear yourself, such as the Student Financial Obligation block, while others, such as Advising Required, require you to take action as detailed in the hold itself. Some holds will block a student's ability to register for classes, so it is important to visit this section before attempting registration in classes.

When you first log into myUNT, you may be notified that you have one or more holds on your account. You may click the notification to access more details about your holds.



From the Student Center, your holds are listed in their own module. By clicking on [details](#), you can access more details about your holds.



From the holds list, you can click on each hold for detailed information about that hold, including how it can be removed, if applicable.

Student go to ...

Your Holds

Below is a list of current Holds on your records. To filter your list of Holds, change the options below and click Go.

View your Holds by

Institution

Term

Department **go**

Hold Item	Amount	Institution	Start Term	End Term	Start Date	End Date	Department	
Advising Required		USD	University of North Texas	Begin Term - Srvc Indicatr Use	01/01/2014		Registrar	
Student Financial Obligation		USD	University of North Texas	2014 Fall	01/01/2014		Student Acctg & Univ Cashier	Remove Hold
Student Financial Obligation		USD	University of North Texas	2014 Summer	01/01/2014		Student Acctg & Univ Cashier	Remove Hold

go to ...

➤ To Clear the Student Financial Obligation Hold

- Find the holds module on the Student Center page. Depending on your computer screen resolution, you may need to scroll over to the right. Your holds will be listed in the Holds module. Click on **details** for more information.



- Clicking on the hold will display the following instructions: *Student must read and confirm the Student Financial Obligation prior to registration. In order to read and accept the Student Financial Obligation (and remove the hold) you must click "Remove Hold".*

Student go to ...

Your Holds

Below is a list of current Holds on your records. To filter your list of Holds, change the options below and click Go.

View your Holds by

Institution

Term

Department

go

Hold Item	Amount	Institution	Start Term	End Term	Start Date	End Date	Department	
Advising Required	USD	University of North Texas	Begin Term - Srvc Indicatr Use		01/01/2014		Registrar	
Student Financial Obligation	USD	University of North Texas	2014 Fall		01/01/2014		Student Acctg & Univ Cashier	Remove Hold
Student Financial Obligation	USD	University of North Texas	2014 Summer		01/01/2014		Student Acctg & Univ Cashier	Remove Hold

go to ...

- Click **Return** to get back to the Holds list, then click “remove hold” to navigate to the Student Financial Obligation document.

Student go to ...

Your Holds

Below is a list of current Holds on your records. To filter your list of Holds, change the options below and click Go.

View your Holds by

Institution

Term

Department

go

Hold Item	Amount	Institution	Start Term	End Term	Start Date	End Date	Department	
Advising Required	USD	University of North Texas	Begin Term - Srvc Indicatr Use		01/01/2014		Registrar	
Student Financial Obligation	USD	University of North Texas	2014 Fall		01/01/2014		Student Acctg & Univ Cashier	Remove Hold
Student Financial Obligation	USD	University of North Texas	2014 Summer		01/01/2014		Student Acctg & Univ Cashier	Remove Hold

go to ...

- Click **CONFIRM** once you have finished reading the statement, and the hold will be removed.

A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES, INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATE MAY BE PROHIBITED FROM REGISTERING FOR CLASSES UNTIL FULL PAYMENT IS MADE. A STUDENT WHO FAILS TO MAKE FULL PAYMENT PRIOR TO THE END OF THE SEMESTER OR TERM MAY BE DENIED CREDIT FOR THE WORK DONE THAT SEMESTER OR TERM.

CONSENT TO DO BUSINESS ELECTRONICALLY

I consent to do business electronically with UNT and/or UNTD. I agree to receive my 1098-T tax form electronically through on-line access.

Students will be able to view and print a paper copy of their 1098T by accessing the Account Services tab thru their EIS Student Center. This consent remains in effect until consent is withdrawn in writing. A student may withdraw consent by presenting in writing a withdrawal request to the Student Accounting and University Cashiering Services at UNT or the Student Financials office at UNTD. Confirmation of consent withdrawal will be sent to the EagleConnect or UNTD Campus e-mail address. Students should ensure that their personal information is up-to-date by visiting their student center page at my.unt.edu. 1098T information will be available for seven years thru the student EIS Student Center.

Student Signature: _____ Date _____
 Posted By: _____ Date _____

I confirm that I have read and agree to the above information.

CONFIRM

ACADEMICS INFORMATION: Academics information lists student class schedules and grades. Students may also manage class enrollment, order an unofficial transcript, and view his or her transfer credit report in the Academics section.

Student's Student Center

Academics

[Search](#)
[Enroll/Add/Drop](#)
[My Academics](#)

other academic... >>

This Week's Schedule		
	Class	Schedule
	BCIS 2610-002 CRE (2506)	MoTuWeTh 10:00AM - 11:50AM BLB 035 Fr 12:00AM - 11:50AM Room: TBA

[weekly schedule](#) ▶

➤ To manage class enrollment click on the Enroll/Add/Drop a Class link.

Academics

[Search](#)
[Enroll/Add/Drop](#)
[My Academics](#)

other academic... >>

This Week's Schedule		
	Class	Schedule
	BCIS 2610-002 CRE (2506)	MoTuWeTh 10:00AM - 11:50AM BLB 035 Fr 12:00AM - 11:50AM Room: TBA

[weekly schedule](#) ▶

- From this screen, you can select any of the three enrollment functions (add, drop, or swap) to continue.

Search Enroll/Add/Drop My Academics

my class schedule **add** drop swap edit term information mandatory courses

- To add classes, make sure “add” is the active tab, then choose the semester you wish to modify and click **CONTINUE**.

Add Classes

1 2 3

Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	2014 Summer	Undergraduate	University of North Texas
<input checked="" type="radio"/>	2014 Fall	Undergraduate	University of North Texas

CONTINUE

If you know the class number (a numerical identifying code different than the course subject and course number), you may add a class to your shopping cart by entering the class number. Otherwise, you may use the class search to find the classes to add.

Add to Cart:

Enter Class Nbr

enter

Find Classes

Class Search

search

2014 Fall Shopping Cart

Your enrollment shopping cart is empty.

Class numbers are listed in the schedule of classes, or you may also use the [Visual Schedule Builder](#) for another method of finding class numbers and planning your class schedule.

- Adding classes to your shopping cart by entering class numbers:

Type the class number into the “Enter Class Nbr” field and click **enter**.



If a permission number is required, the system will not continue without it, and you will need to talk to the department offering the class. If a permission number is not required, click **NEXT**.

DSCI 3710 - BUSINESS STATISTICS

Class Preferences

DSCI 3710-003 Credit ● Open Wait List Wait list if class is full

Session Regular Academic Session Permission Nbr

Career Undergraduate Grading Graded

Enrollment Information Units 3.00

- PBUS/BUND/DBUND and PACC/DPACC students may not enroll in this course unless they are assigned to BFND/DBFND or AFND/DAFND subplan.

CANCEL **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
003	Credit	Tu 6:30PM - 9:20PM	BLB 170	Jayakumar,Maliyakal D	08/25/2014 - 12/12/2014

If required, choose a related component (lab or recitation). Click “View All Sections” to see all sections, make a selection, and click **NEXT**.

Select Laboratory section (Required):

	Class Nbr	Section	Schedule	Room	Instructor	Status
<input type="radio"/>	16133	501	Mo 12:30PM - 2:20PM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16134	502	Mo 3:00PM - 4:50PM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16135	503	Tu 1:00PM - 2:50PM	Phys 228	G. Nyandoto	●
<input checked="" type="radio"/>	16136	504	We 10:00AM - 11:50AM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16137	505	We 3:00PM - 4:50PM	Phys 228	G. Nyandoto	●

View All Sections | First 1-5 of 7 Last

CANCEL **NEXT**

The class has been added to your shopping cart only. You are not yet enrolled in the class.

Repeat this process until you have added all of your desired classes to your shopping cart, then click on **PROCEED TO STEP 2 OF 3**.

Add to Cart:

Enter Class Nbr **enter**

Find Classes Class Search **search**

2014 Fall Shopping Cart

Delete	Class	Days/Times	Room	Instructor	Units	Status
	DSCI 3710-001 (12061)	TuTh 12:30PM - 1:50PM	BLB 070	Staff	3.00	●
	PHYS 1210-002 (9845)	TuTh 11:00AM - 12:20PM	Phys 104	K. Littler	3.00	●
	PHYS 1210-504 (16136)	We 10:00AM - 11:50AM	Phys 228	G. Nyandoto		●

PROCEED TO STEP 2 OF 3

Review your schedule carefully, and if everything looks correct, click **FINISH ENROLLING** to process your request.

2014 Fall | Undergraduate | University of North Texas

● Open ■ Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
DSCI 3710-001 (12061)	BUSINESS STATISTICS (Credit)	TuTh 12:30PM - 1:50PM	BLB 070	Staff	3.00	●
PHYS 1210-002 (9845)	CONCEPTUAL PHYSICS (Credit)	TuTh 11:00AM - 12:20PM	Phys 104	K. Littler	3.00	●
PHYS 1210-504 (16136)	CONCEPTUAL PHYSICS (Laboratory)	We 10:00AM - 11:50AM	Phys 228	G. Nyandoto		●

CANCEL **PREVIOUS** **FINISH ENROLLING**

If a class has been successfully added, you will see ✔ in the Status column. If there were any errors with your request, you will see ✘ in the Status column. Read the messages associated with any errors to determine how to fix them, if possible.

2014 Fall | Undergraduate | University of North Texas

✔ Success: enrolled ✘ Error: unable to add class

Class	Message	Status
ART 1440	Success: This class has been added to your schedule.	✔
ENGL 1310	Error: You cannot add this class due to a time conflict with class 8472. Select another class.	✘

MAKE A PAYMENT **MY CLASS SCHEDULE** **ADD ANOTHER CLASS**

Account charges need to be addressed before the semester’s payment deadline to ensure classes are not dropped for non-payment.

- Adding to your shopping cart by using the class search:

Click on **search** to begin. On the next screen, enter your search criteria, and click **search** again.

Search for Classes

University of North Texas | 2014 Fall

Select at least 2 search criteria. Click Search to view your search results.

Class Search

Course Subject **select subject** Decision Sciences

Course Number is exactly

Course Career

Show Open Classes Only

Open Entry/Exit Classes Only

Additional Search Criteria

[Return to Add Classes](#)

If the class is being offered in the selected semester, your search will return one or more available sections. Click "View All Sections" to see all sections. When you find the class you want, click **select class** to add that section to your shopping cart.

DSCI 3710 - Business Statistics with Spreadsheets

First 1-3 of 5 Last

Section [001-CRE\(12061\)](#) **Status** ●

Session Regular

Days & Times	Room	Instructor	Meeting Dates
TuTh 12:30PM - 1:50PM	BLB 070	Staff	08/25/2014 - 12/12/2014

Section [002-CRE\(15688\)](#) **Status** ●

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Mo 6:30PM - 9:20PM	BLB 070	Staff	08/25/2014 - 12/12/2014

Section [003-CRE\(9013\)](#) **Status** ●

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Tu 6:30PM - 9:20PM	BLB 170	Jayakumar,Maliyakal D	08/25/2014 - 12/12/2014

If a permission number is required, the system will not continue without it, and you will need to talk to the department offering the class. If a permission number is not required, click **NEXT**.

DSCI 3710 - BUSINESS STATISTICS

Class Preferences

DSCI 3710-003 **Credit** ● Open

Wait List Wait list if class is full

Permission Nbr

Grading Graded

Units 3.00

Session Regular Academic Session

Career Undergraduate

Enrollment Information

- PBUS/BUND/DBUND and PACC/DPACC students may not enroll in this course unless they are assigned to BFND/DBFND or AFND/DAFND subplan.

Section	Component	Days & Times	Room	Instructor	Start/End Date
003	Credit	Tu 6:30PM - 9:20PM	BLB 170	Jayakumar,Maliyakal D	08/25/2014 - 12/12/2014

Continued on next page.

If required, choose a related component (lab or recitation). Click "View All Sections" to see all sections, make a selection, and click **NEXT**.

Select Laboratory section (Required):

	Class Nbr	Section	Schedule	Room	Instructor	Status
<input type="radio"/>	16133	501	Mo 12:30PM - 2:20PM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16134	502	Mo 3:00PM - 4:50PM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16135	503	Tu 1:00PM - 2:50PM	Phys 228	G. Nyandoto	●
<input checked="" type="radio"/>	16136	504	We 10:00AM - 11:50AM	Phys 228	G. Nyandoto	●
<input type="radio"/>	16137	505	We 3:00PM - 4:50PM	Phys 228	G. Nyandoto	●

View All Sections | First 1-5 of 7 Last

CANCEL NEXT

The class has been added to your shopping cart only. You are not yet enrolled in the class.

Repeat this process until you have added all of your desired classes to your shopping cart, then click on **PROCEED TO STEP 2 OF 3**.

Add to Cart:

Enter Class Nbr enter

Find Classes Class Search search

2014 Fall Shopping Cart						
Delete	Class	Days/Times	Room	Instructor	Units	Status
	DSCI 3710-001 (12061)	TuTh 12:30PM - 1:50PM	BLB 070	Staff	3.00	●
	PHYS 1210-002 (9845)	TuTh 11:00AM - 12:20PM	Phys 104	K. Littler	3.00	●
	PHYS 1210-504 (16136)	We 10:00AM - 11:50AM	Phys 228	G. Nyandoto		●

PROCEED TO STEP 2 OF 3

Review your schedule carefully, and if everything looks correct, click **FINISH ENROLLING** to process your request.

2014 Fall | Undergraduate | University of North Texas

● Open ■ Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
BUSINESS						

2014 Fall | Undergraduate | University of North Texas

✓ Success: enrolled ✗ Error: unable to add class

Class	Message	Status
ART 1440	Success: This class has been added to your schedule.	✓
ENGL 1310	Error: You cannot add this class due to a time conflict with class 8472. Select another class.	✗

MAKE A PAYMENT MY CLASS SCHEDULE ADD ANOTHER CLASS

If a class has been successfully added, you will see ✓ in the Status column. If there were any errors with your request, you will see ✗ in the Status column. Read the messages associated with any errors to determine how to fix them, if possible.

Account charges need to be addressed before the semester's payment deadline to ensure classes are not dropped for non-payment.

- To drop classes, make sure “drop” is the active tab, then choose the semester you wish to modify and click **CONTINUE**. If you intend to drop an undesired class and add a different class, please see the following section on swapping classes instead.

Drop Classes

Select a term then click Continue.

Term	Career	Institution
<input type="radio"/> 2014 Summer	Undergraduate	University of North Texas
<input checked="" type="radio"/> 2014 Fall	Undergraduate	University of North Texas

CONTINUE

A student may not drop the last class from a session without contacting an office on campus. If classes have not yet started, contact the Registrar’s Office. If classes have already started, contact the Dean of Students.

Note: In the summer semesters, each term (such as 3 week, 5 week 1, 5 week 2, etc.) is considered its own session for class drop purposes. So if a student is enrolled in several summer classes, they still may not drop a class using myUNT if it is the only class within a single session.

- Choose the class or classes to be dropped and click **DROP SELECTED CLASSES**.

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	ART 1440-001 (8471)	DESIGN I (Credit)	We 12:00PM - 12:50PM	SAGE 116	L. Beard	3.00	✓
<input type="checkbox"/>	ART 1440-501 (8472)	DESIGN I (Laboratory)	MoWe 8:00AM - 10:20AM	Art 318	K. Pande		✓
<input type="checkbox"/>	ENGL 1310-009 (2305)	COL WRIT I (Credit)	MoWeFr 11:00AM - 11:50AM	Lang 217	D. Anderson	3.00	✓

DROP SELECTED CLASSES

- Review your selection. Confirm your drop request by clicking **FINISH DROPPING**.

Enrolled
 Dropped
 Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
ART 1440-001 (8471)	DESIGN I (Credit)	We 12:00PM - 12:50PM	SAGE 116	L. Beard	3.00	✓
ART 1440-501 (8472)	DESIGN I (Laboratory)	MoWe 8:00AM - 10:20AM	Art 318	K. Pande		✓

CANCEL **PREVIOUS** **FINISH DROPPING**

- If a class has been successfully dropped, you will see ✓ in the Status column. If there were any errors with your request, you will see ✗ in the Status column. Read the messages associated with any errors to determine how to fix them, if possible.

2014 Fall | Undergraduate | University of North Texas

Success: dropped
 Error: unable to drop class

Class	Message	Status
ART 1440	Success: This class has been removed from your schedule.	✓

MAKE A PAYMENT **MY CLASS SCHEDULE**

- Swapping classes is essentially dropping one class and adding one class simultaneously. To swap classes, make sure “swap” is the active tab, then choose the semester you wish to modify and click **CONTINUE**.



Swap a Class

Select Term

Select a term then click Continue.

Term	Career	Institution
<input type="radio"/> 2014 Summer	Undergraduate	University of North Texas
<input checked="" type="radio"/> 2014 Fall	Undergraduate	University of North Texas

CONTINUE

Note: Classes need to be within the same session in order to be eligible for the swap function. In the summer semesters, each term (such as 3 week, 5 week 1, 5 week 2, etc.) is considered its own session for class swap purposes.

- Select the class you wish to drop using the drop-down box. Select the class you wish to add using either the class search or by entering the class number. Refer to the earlier section about how to add classes for further instruction on this step.

Swap This Class

Select from your schedule: ENGL 1310: COL WRIT I **Class to Drop**

With This Class

Search for Class: Class Search **search** **Class to Add**

Enter Class Nbr: **enter**

- When you have made your selections, you have the opportunity to review your choices. Confirm your selections by clicking **FINISH SWAPPING** to submit your swap request.

2014 Fall | Undergraduate | University of North Texas

You are replacing this class

Enrolled
 Dropped
 Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
ENGL 1310-009 (2305)	COL WRIT I (Credit)	MoWeFr 11:00AM - 11:50AM	Lang 217	D. Anderson	3.00	<input checked="" type="checkbox"/>

With this class

Open
 Closed
 Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
PSCI 1040-002 (3466)	AMERICAN GOV (Credit)	MoWeFr 9:00AM - 9:50AM	LIFE A117	P. Collins	3.00	<input checked="" type="checkbox"/>

CANCEL **FINISH SWAPPING**

- If a class has been successfully swapped, you will see in the Status column. If there were any errors with your request, you will see in the Status column. Read the messages associated with any errors to determine how to fix them, if possible.

2014 Fall | Undergraduate | University of North Texas

Success: Classes were swapped
 Error: Unable to swap class

Class	Message	Status
Swap ENGL 1310 with PSCI 1040	Success: This class has been replaced.	<input checked="" type="checkbox"/>

MAKE A PAYMENT **MY CLASS SCHEDULE**

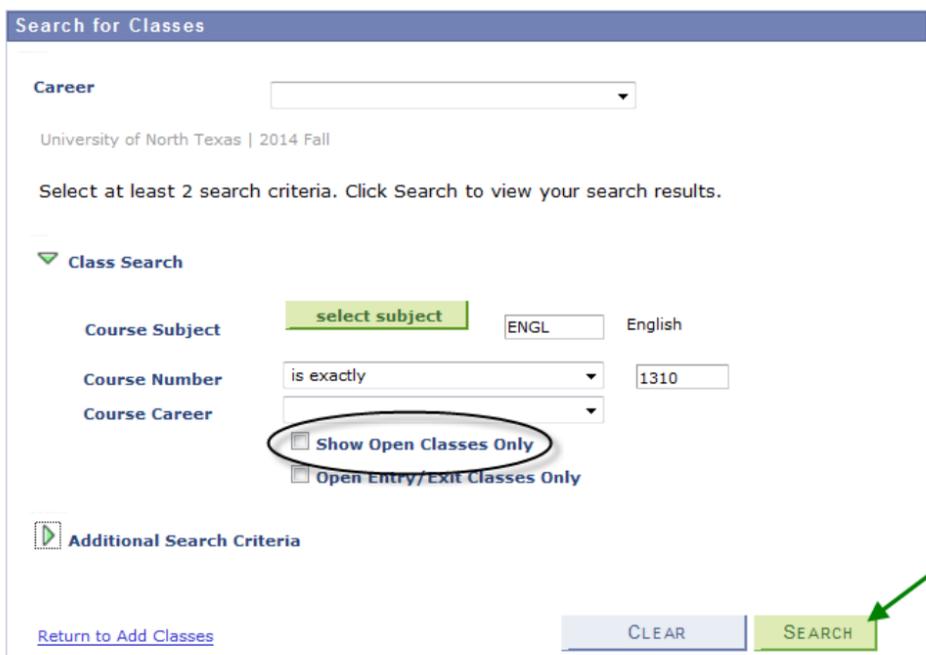
- The waitlist feature allows students to place themselves on a wait list for a class section that is full and be given a position number. As seats open up in the class, the waitlist process will run to auto-enroll students according to their position number.

Class numbers are listed in the schedule of classes, or you may also use the [Visual Schedule Builder](#) for another method of finding class numbers and planning your class schedule.

Refer to the earlier section about how to add classes for further instruction on entering class numbers and using Class Search.

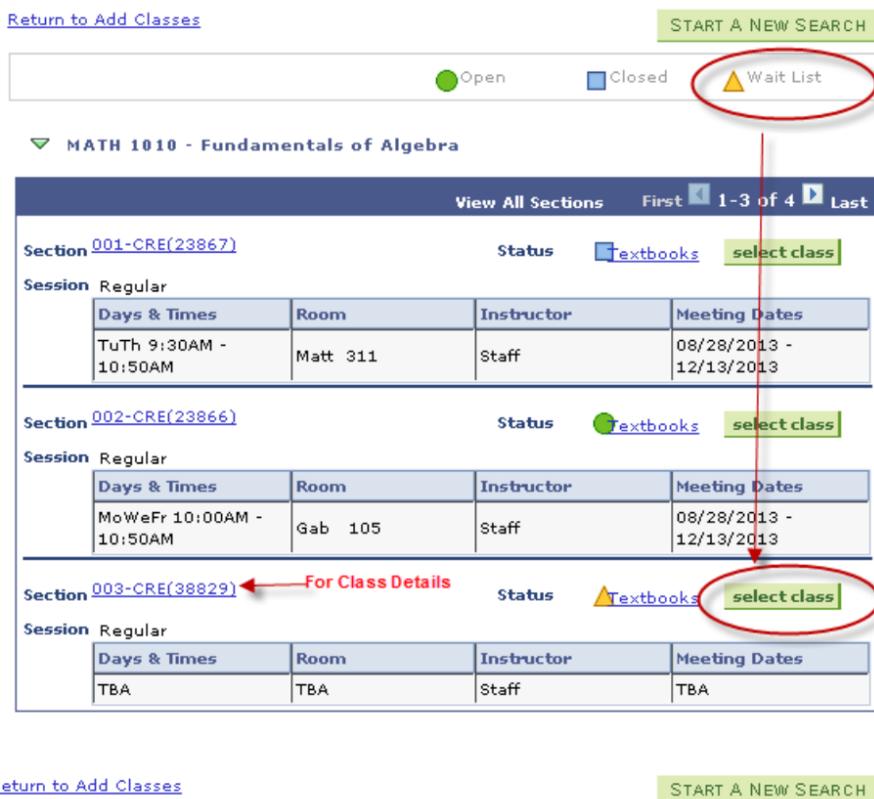


If using Class Search, uncheck the “Show Open Classes Only” box in order to view all courses (will display all open, closed, and waitlisted classes).

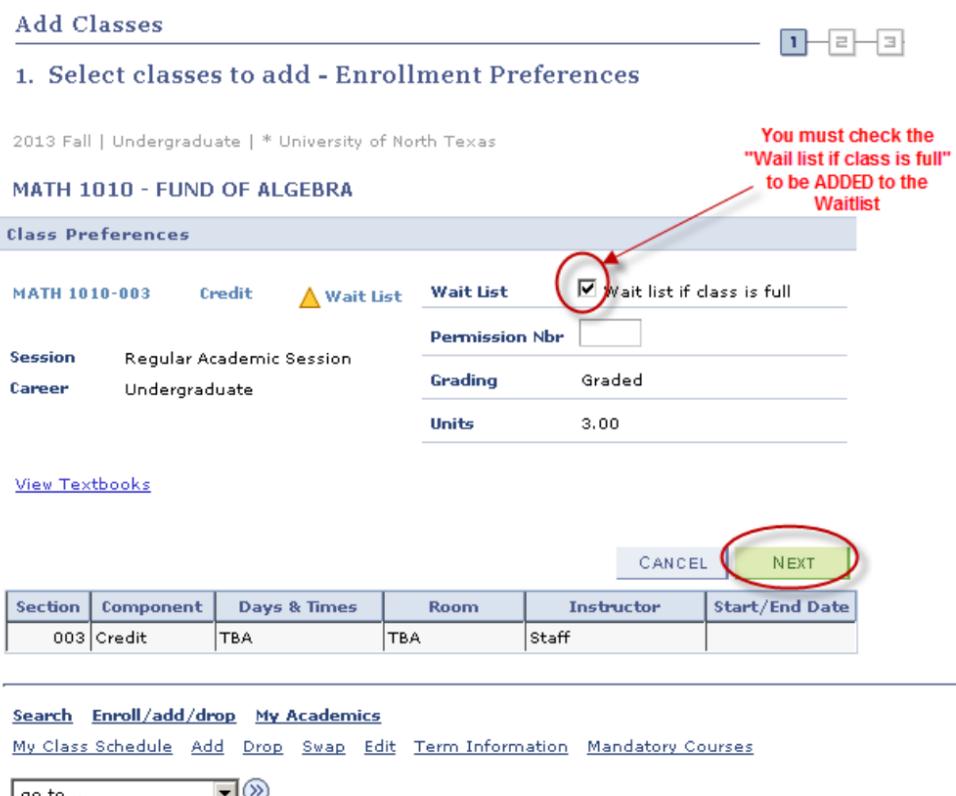


Click View All to see all sections.

Courses offering a Wait List, will reflect a Status of ▲ Wait List in the class search. Once you find a course you want, you can “Select class” to put it in your shopping cart.



To be put on the Wait List for a class, you must select the “Wait list if class is full” option illustrated below. Then select “Next”.



You will receive confirmation that the course has been added to your shopping cart. You will need click on "Proceed to Step 2 of 3" where you will be asked to confirm.

Add Classes 1 2 3

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

MATH 1010 has been added to your Shopping Cart.

2013 Fall | Undergraduate | * University of North Texas [change term](#)

Open Closed Wait List

Add to Cart:
 Enter Class Nbr [enter](#)
 Find Classes
 Class Search [search](#)

Delete	Class	Days/Times	Room	Instructor	Units	Status
	MATH 1010-003 (38829)	TBA	TBA	Staff	3.00	

PROCEED TO STEP 2 OF 3

Confirm your class by selecting "Finish Enrolling". This will then add you to the Wait List as selected.

Add Classes 1 2 3

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

2013 Fall | Undergraduate | * University of North Texas

Open Closed Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
MATH 1010-003 (38829)	FUND OF ALGEBRA (Credit)	TBA	TBA	Staff	3.00	

[CANCEL](#) [PREVIOUS](#) **[FINISH ENROLLING](#)**

View Results to check whether your request was successful or not. If successfully enrolled on the Wait List you will receive a message indicating your position on the waitlist and the Status will reflect a to indicate success.

Add Classes 1 2 3

3. View results

View the following status report for enrollment confirmations and errors:

2013 Fall | Undergraduate | * University of North Texas

Success: enrolled Error: unable to add class

Class	Message	Status
MATH 1010	Message: Class 38829 is full. You have been placed on the wait list in position number 1.	

[MAKE A PAYMENT](#) [MY CLASS SCHEDULE](#) [ADD ANOTHER CLASS](#)

To view courses you have added to Wait List, click on view "My Class Schedule".

2013 Fall | Undergraduate | * University of North Texas

Success: enrolled Error: unable to add class

Class	Message	Status
MATH 1010	Message: Class 38829 is full. You have been placed on the wait list in position number 1.	

[MAKE A PAYMENT](#) **[MY CLASS SCHEDULE](#)** [ADD ANOTHER CLASS](#)

Be sure to check the "Show Waitlisted Classes" and select [filter](#). This will show you the results you have requested. The status for Wait List course will have Status "Waiting" and will indicate what position you are on the Wait List (i.e. Position #1).

2013 Fall | Undergraduate | * University of North Texas [change term](#)

To view course you are added to the Wait List, you must include this option and hit "filter"

Class Schedule Filter Options
 Show Enrolled Classes Show Dropped Classes Show Waitlisted Classes [filter](#)

HIST 2610 - U S TO 1865

Status	Units	Grading	Grade	Deadlines
Enrolled	3.00	Graded		

Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
31829	001	Credit	MoWeFr 8:00AM - 8:50AM	Cury 204	Welch,Martha Courtney	08/28/2013 - 12/13/2013

MATH 1010 - FUND OF ALGEBRA

Status	Waitlist Position	Units	Grading	Grade	Deadlines
Waiting	1	3.00	Graded		

Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
38829	003	Credit	TBA	TBA	Staff	08/28/2013 - 12/13/2013

[Purchase Textbooks](#) [Printer Friendly Page](#)

[Search](#) [Enroll/add/drop](#) [My Academics](#)
[My Class Schedule](#) [Add](#) [Drop](#) [Swap](#) [Edit](#) [Term Information](#) [Mandatory Courses](#)

go to ... [go](#)

➤ To Drop from Waitlist for a Class:

Click on the Enroll/Add/Drop Class link in Student Center.

Click on the Drop Tab and choose the semester and click continue.

Choose the class to be dropped and submit "Dropped Selected Classes".

Confirm the dropped class by reviewing schedule and clicking.

Verify the Waitlisted course has successfully been dropped from your schedule.

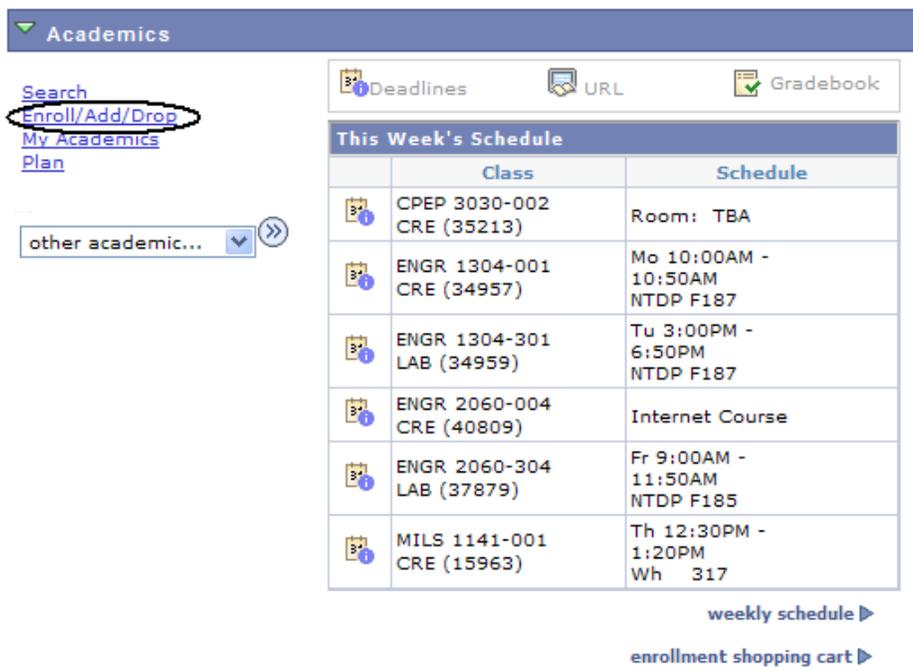
➤ Swapping and Waitlisting:

Swapping onto a Wait List is a feature for students who are already enrolled in a course, but would like to “wait” to see if they can get into a different one (maybe the same course, but a different section). When using the swap, the process will automatically drop the “enrolled course” and enroll you in the “waitlisted” course you have selected, if a seat becomes available, and your position on the waitlist qualifies you to be able to be enrolled in the class.

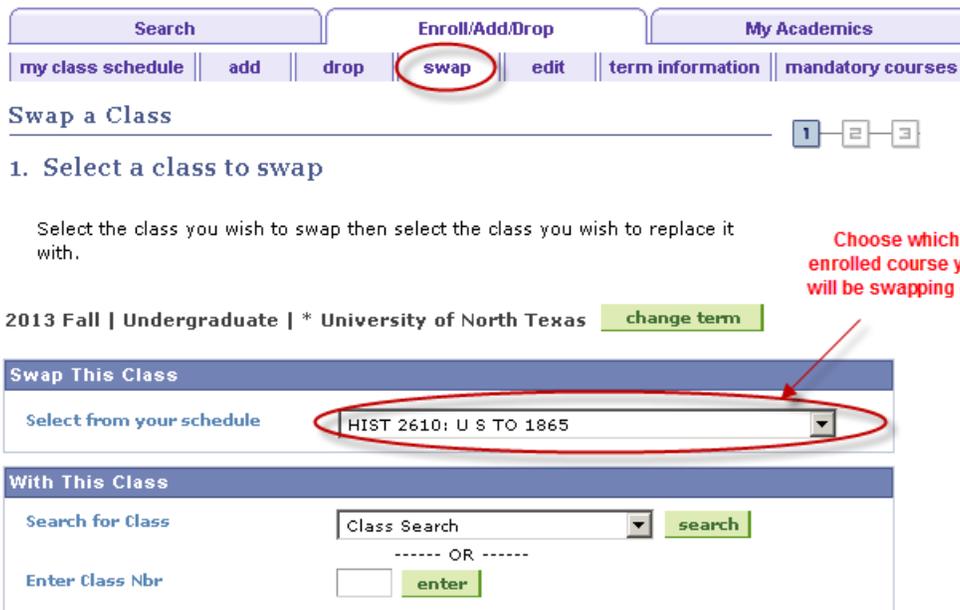
Sample Scenario:

You are already enrolled in for HIST 2610.001, however you prefer to take PSCI 2300.003. PSCI 2300.003 is currently closed, but offers a Wait List. You could use the Swap feature to get on the wait list for PSCI 2300.003. If a seat opens up and you are next on the Wait List for PSCI 2300.003, then you will automatically be registered in the PSCI 2300.003 course and dropped from the HIST 2610.001 course.

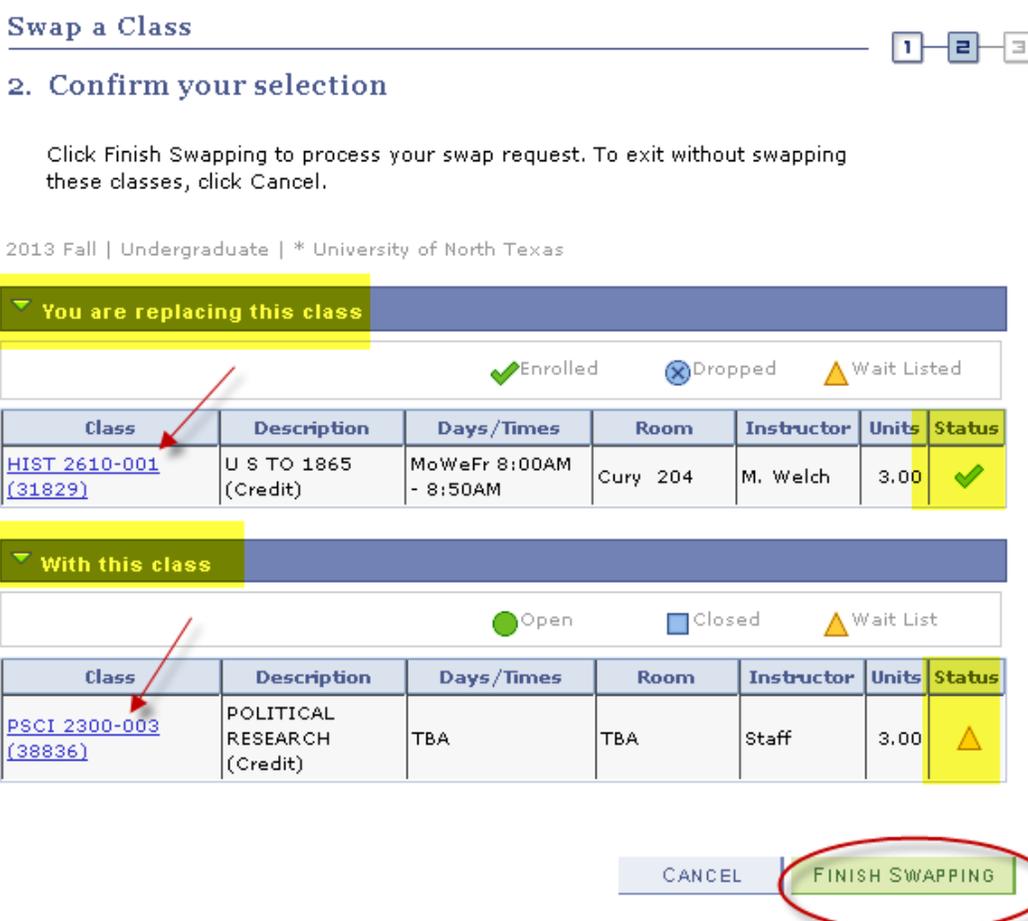
Click on the Enroll/Add/Drop Class link in Student Center.



Choose Swap tab and then select the course you would want to swap out of. ****You can only swap out of a course you are enrolled in.**



To complete the swap for Wait List, select a course you want to swap into the Wait List. You can use the same options to select the course as used when Adding to Waitlist.



Confirm your selections and finish by selecting “Finish Swapping”.

You can review results by selecting “My Class Schedule” and including “Show Waitlisted Classes”.

TRANSCRIPT INFORMATION: A student can access/print their unofficial UNT transcript by using the drop-down box under Academics. Choose Unofficial Transcript and click the >> option.

Student's Student Center

This Week's Schedule		
	Class	Schedule
	BCIS 2610-002 CRE (2506)	MoTuWeTh 10:00AM - 11:50AM BLB 035 Fr 12:00AM - 11:50AM Room: TBA

The Academic Institution is University of North Texas and the Report Type is UNT Unofficial EIS Transcript. Click Go.

View Unofficial Transcript

Choose an institution and report type and press go to view your report.

****this process may take a few minutes to complete. please do not press any other buttons or links while processing is taking place****

Information For Students

This record is not to be used as an official copy of a student's UNT Academic Record. Please review carefully and direct any questions regarding this document to the Registrar's Office at 940 565-2369.

Your unofficial UNT transcript will generate and you may click File then Print from your toolbar.

TRANSFER CREDIT PAGE: The transfer credit page summarizes all the transfer credit a student has earned and its source.

Academics

[Search](#)
[Enroll/Add/Drop](#)
[My Academics](#)
[Plan](#)

Transfer Credit: Re

This Week's Schedule		
	Class	Schedule
	CPEP 3030-002 CRE (35213)	Room: TBA
	ENGR 1304-001 CRE (34957)	Mo 10:00AM - 10:50AM NTDP F187
	ENGR 1304-301 LAB (34959)	Tu 3:00PM - 6:50PM NTDP F187
	ENGR 2060-004 CRE (40809)	Internet Course
	ENGR 2060-304 LAB (37879)	Fr 9:00AM - 11:50AM NTDP F185
	MILS 1141-001 CRE (15963)	Th 12:30PM - 1:20PM Wh 317

[weekly schedule](#) ▶
[enrollment shopping cart](#) ▶

[Search](#) [Enroll/Add/Drop](#) [My Academics](#) [Plan](#)

View Transfer Credit Report

Course Credits

Model Nbr 1 **Posted**
Institution * University of North Texas **Credit Source Type** Manual
Career Undergraduate **Source Institution** Blinn College
Program Engineering
Plan Pre-Mech Engineering Tech.

Transfer Term	Incoming Course	Units Taken	Grade Input	Status	Equivalent Course	Units	Grade	Notes
2009 Fall	DW:0001 READ 0306	3.00	TF	Posted	TRAN 99990T02	0.000	TF	
2009 Fall	DW:0002 SOCI 1301	3.00	TF	Posted	SOCI 1510	0.000	TF	
2009 Fall	DW:0003 ENGL 0320	3.00	TF	Posted	ENGL 99990T01	0.000	TF	
2009 Fall	DW:0004 MATH 1314	3.00	TW	Posted	MATH 1100	0.000	TW	
2009 Fall	DW:0005 ENGL 1301	3.00	TF	Posted	ENGL 1310	0.000	TF	Repeat Exclude - From DARwin

Test Credits

No test credits found.

Other Credits

No other credits found.

FINANCES PAGE: The Finance page displays all financial data related to tuition and fees.

Click on the Account Inquiry to view your account summary, due charges, completed payments, pending financial aid or to complete a payment.

Finances and Financial Aid

My Account
[Account Inquiry](#)
Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)

other financial...

Account Summary
You owe 0.00.
 ■ Due Now 0.00
 ■ Future Due 0.00
 This may not reflect recent changes to your tuition and fees. For an updated balance, click on Account Inquiry.
 Currency used is US Dollar.

[Account Inquiry](#) | [Electronic Payments/Purchases](#) | [Account Services](#)

[summary](#) | [activity](#) | [charges due](#) | [payments](#) | [pending aid](#)

Account Summary

What I Owe					
Campus	Term	Outstanding Charges & Deposits	Pending Payments	Pending Financial Aid	Total Due
University of North Texas	2010 Spring	1,629.51		8,424.00	
Total		1,629.51		8,424.00	

Currency used is US Dollar.

[MAKE A PAYMENT](#)

[Account Inquiry](#) | [Electronic Payments/Purchases](#) | [Account Services](#)

[summary](#) | [activity](#) | [charges due](#) | [payments](#) | [pending aid](#)

Payment History

View By University of North Texas **From** 05/16/2009 **To** 11/16/2009

Posted Payments			Find View All	First	1-5 of 5	Last
Date Paid	Payment Type	Paid Amount				
09/28/2009	Fed Pell Grant	2,450.00				
08/18/2009	Fed Direct Stafford Sub Loan	2,239.00				
08/18/2009	UNT Tuition Grant	750.00				
08/18/2009	Fed Direct Stafford Unsub Loan	2,985.00				
Total Posted Payments for this view		8,424.00				

Currency used is US Dollar.

[Account Inquiry](#) | [Electronic Payments/Purchases](#) | [Account Services](#)

[summary](#) | [activity](#) | [charges due](#) | [payments](#) | [pending aid](#)

Pending Financial Aid

View By University of North Texas **All Terms**

Pending Financial Aid			Find View All	First	1-5 of 5	Last
Award	Term	Amount				
Fed Pell Grant	2010 Spring	2,450.00				
UNT Tuition Grant	2010 Spring	750.00				
Fed Direct Stafford Unsub Loan	2010 Spring	2,985.00				
Fed Direct Stafford Sub Loan	2010 Spring	2,239.00				
Total Pending Financial Aid for this view		8,424.00				

➤ To Complete a Payment:



Make a Payment

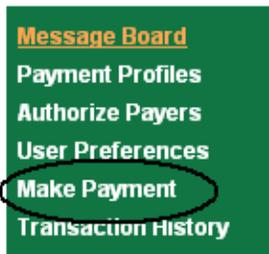
1. Specify Payment Details



Click on Pay Bill.



Click on Make Payment.



Message Board

Welcome to the *QuikPAY™* system. Through *QuikPAY™*, you are conveniently able to:

- manage your payment profiles
- authorize others to make payments on your behalf
- view your account status
- quickly make payments to your account
- and more - all online!

Please choose from the list of options located in the column to the left.

Enter Payment Amount, Select Payment Method and click Continue.

Enter Payment Amount

Please enter in the amount you want to pay and click "Continue" button.

Account: **Web Payment**

Due Date: 11/16/2007

Amount Due: \$875.83

Statement Balance: \$875.83

Payment Amount:

Payment Method:

PERSONAL INFORMATION: The personal information page allows the student to view and update various student data.

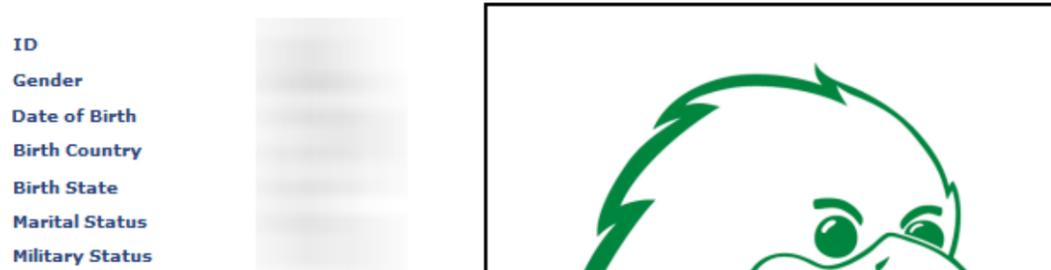
By clicking on the Demographic Data link, a variety of information can be viewed: Student ID number, Date of Birth, Social Security number.



➤ A student can update their address information by clicking on the Addresses link.



Demographic Information



- Click on the **edit** button next to the address to change.

Addresses

View, add, change or delete an address.

Address Type	Address	
Current/Local	321 Evergreen Terrace Springfield, IL 12345	edit
Mail	321 Evergreen Terrace Springfield, MS 12345	edit
Permanent	321 Evergreen Terrace Springfield, MA 12345	edit

ADD A NEW ADDRESS

- Update the information and click **OK**

Edit Address

Country: United States [Change Country](#)

Address 1: 321 Evergreen Terrace

Address 2:

Address 3:

City: Springfield State: IL Illinois Postal: 12345

County:

OK **Cancel**

- Click **SAVE**

Student Addresses

Change Address

Verify your address information below and select the address type(s) associated with it on the right.

An asterisk (*) to the right of a type indicates that another address is already associated with this type. If you choose this type, you will automatically override the previous address. Any type that is grayed out is for display only or is otherwise unavailable for association with an address.

Change Address

321 Evergreen Terrace
Springfield, IL 12345 [Edit Address](#)

Date changes will take effect: 06/05/2014 (example: 12/31/2000)

SAVE

[Return to Current Addresses](#)

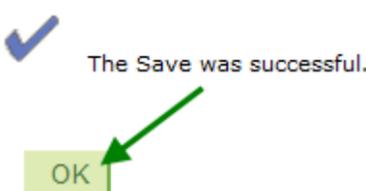
Address Types

- Current/Local
- Mail *
- Permanent *
- Other
- UNTS Work

- You will receive a confirmation that your update was successful. Click **OK** to return to your address screen.

Change Address

Save Confirmation



- Students can update their phone numbers choosing the Phone Numbers link.

Student

go to ... >>

Personal Information Security Participation
addresses | names | phone numbers | email addresses | emergency contacts | demographic information | ethnicity

Demographic Information

- ID
- Gender
- Date of Birth
- Birth Country
- Birth State
- Marital Status
- Military Status



- Enter the new number and click **SAVE**.

Student

For each contact phone number you wish to provide, please enter 10 digits in the following format: 999/999-9999

Cellular Phone Number:

940/555-0000

This is the number I prefer you use first

You can send me text messages

Phone Number where I live locally (or other contact number):

940/555-0000

This is the number I prefer you use first

TTY/TDD Enabled

In the event of an emergency on campus, you may be notified via all of the contact phone numbers you provide.

Save