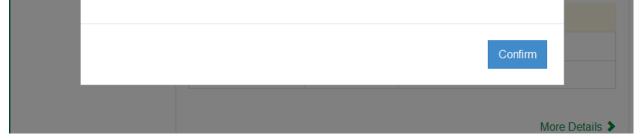
# Introduction to the Student Center

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 <u>my.unt.edu</u>.

UNT <sup>®</sup> UNIVERSITY OF NORTH TEXAS <sup>®</sup>		Catalogs People & Departments Calendars Maps			
Sign In EUID# Password Forgot your EUID or password? Login	UNIVERSITY O	r North Texas			
Class Search Interested in taking courses at UNT? Find your classe with our Class Search, Catalog Search, or browse by department or campus. Not a student yet? You can learn more about UNT's programs, apply for admission and financial aid, and request more information at Future Students.	Visual Schedule Builder Use Visual Schedule Builder to design your schedule based on options you select. With this helpful tool, it's easy to plan a schedule that works for you and quickly access Class Numbers for registration.	Get Help Contact the help desk for your campus: UNT Help Desk - 940-565-2324 - Sunday - Thursday 8:00 am to midnight - Friday 8:00 am until 8:00 pm Saturday 9:00 am until 5:00 pm UNT Dallas Help Desk - 972-338-1448 - Monday - Thursday 8:00 am to 8:00 pm - Friday - Saturday 8:00 am until 5:00 pm - Closed Sunday			
TT STATED SERVICES					
When you first log into r	nyUNT, you may see the follow	wing screen:			
1 INTT					

U		My Pro		
UNI OF NO	Please confirm before proceeding			
Student (	Information regarding Bacterial Meningitis for new students:	Ī	4	3
	The Texas Education Code requires institutions of higher education in Texas to notify all new students about bacterial meningitis. We are also required to obtain confirmation from those students that they have received			
Faculty C Message	information regarding the disease. If you have not received and read information about bacterial meningitis, please go to the website below:		1	c
Message	Health Center Meningitis Info: http://healthcenter.unt.edu/meningitis			
	Bacterial Meningitis Immunization Requirement			
My Classe	Effective January 1, 2012, all new students, including transfer students, must show evidence of receipt of an			
	initial bacterial meningitis vaccination (meningococcal meningitis vaccine) dose or booster in the last five years			
Enrollmen	and at least ten days prior to the first day of the semester in which the student initially enrolls. This new law			
Financial	also applies to any student returning to school after a break in enrollment for a fall or spring semester. Students are not required to submit evidence of vaccination if they are thirty years of age or older or enrolled		-	c
Finances	for online courses only. Please go to the following website for complete information, including vaccination requirement deadlines.			
Academic		s		
	Health Center Immunization Info: http://healthcenter.unt.edu/immunization-requirements			
	I confirm that I have been informed and have read the information concerning bacterial meningitis.		-	C



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 <u>Health Center</u> <u>Immunization Information</u> page.

1



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

UNIVERSITY OF NORTH TEXAS	Email Blackboard Catalogs People & Departments Calendars Maps Student Faculty Human Resources	
Student Center	Class Schedule	C 🗟 Student Employment
Faculty Center Message Center	NEW CONTRACTOR NEW CONTRACTOR NEW CONTRACTOR NEW CONTRACTOR NEW CONTRACTOR NEW CONTRACTOR	Need a Part-time Job, Internship, or Full-time Employment? Check out the Eagle Network The Eagle Network provides students access to part-time jobs (on campus and off campus), internships/co-ops and full-time employment opportunities.
My Classes	To Do Items	Also you will find information on upcoming career events, career fairs, mock interviews, career seminars and companies coming on campus to interview!
Enrollment Financial Aid	To Do Item         Related To         Institution           Financial Ald         University of North Texas	Internship     Studeet Employment     Carter Center     Trouble Logging In? Call the Career Center (940-565-2105) or Internships
Finances Academic Records	► ब्रिडिंग Charges Due	& Co-op (940-565-2861).
Academic Records	Due Date Amount Institution	(?) Ask UNT
	University of North Texas More Details	Errorlment Verification Steps on MyUHT     Vinals in sy Subart D number?     Vines is my summer ad going to arrive / disburs?     Vines is my summer ad going to arrive / disburs?     Vinals its disalus of my application for admission?     Tax Return Transcripts - Detailed Information     More Frequently Asked Questions

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.

UNT		My Profi	le 🗸			
UNIVERSITY OF NORTH TEXAS	Student Faculty Hun	nan Resources				
Student Center	Student's Student C	Center				
Faculty Center	✓ Academics	Deadlines 😡 URL 🔄 Gradebook	SEARCH FOR CLASSES			
Message Center	Search Enroll/Add/Drop My Academics	This Week's Schedule	▼ Holds			
My Classes	other academic ▼)≫	MoTUWeTh 10:00AM - 11:50AM BCIS 2610-002 BLB 035 CRE (2506) Fr 12:00AM - 11:50AM	No Holds. To Do List			
Class Schedule		Room: TBA weekly schedule ▶	Post-Baccalaureate 13-14			
View Grades	▼ Finances and Financial	Aid	more Þ			
Class Search	My Account Account Inquiry	Account Summary	▼ Enrollment Dates			
Course Catalog	Financial Aid	You owe 0.00. Due Now 0.00 Future Due 0.00	Enrollment Appointment You may begin enrolling for the 2014 Fall Regular			
Enrollment	My Award Information Accept/Decline Awards	This may not reflect recent changes to your tution and fees. For an updated balance, dick on Account Inquiry.				
Financial Aid	other financial 🔻 📎	Currency used is US Dollar.	details ▶			
Finances		make a payment 🕨	▼ Advisor			
Academic Records	▼ Personal Information		Program Advisor			
	Demographic Data Emergency Contact	Contact Information				
	Names User Preferences	Current/Local Address         Mailing Address           321 Evergreen Terrace         321 Evergreen Terrace           Springfield, IL 12345         Springfield, IL 12345	Student Center Help			
	other personal 🔻 🛞	Main Phone number         Campus Email           940/555-0000         nobody@unt.edu	UNT Help Page UNTHSC Help Page			
			▼ UNT/UNTD Finding Classes			
	Admissions		Help for Finding Classes Visual Schedule Builder Class Listing-pdf version			
		(1) You do not have any pending applications at this time.	✓ Undergrad Student Info			
			Excess Hours Repeat Courses			
			TSI Advising Sheet			



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.



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.

UNT	My Profile	2 <b>-</b>
UNIVERSITY OF NORTH TEXAS	Student Faculty Human Resources	
Student Center	You have Holds! Click here to view all your holds.	(🌒 Eagle Alert
Faculty Center	31 Class Schedule	Sending important information to keep you safe. Update Your
Message Center	31 Class Schedule	Info

From the Student Center, your holds are listed in their own module. By clicking on details >, you can access more details about your holds.

▼ Holds	
Student Financial Obligatio	n
Student Financial Obligatio	n 🖊
Advising Required	
d	etails 🕨

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 cu Holds, change the				ist of				
View your Holds by								
Institution			-					
Term			-					
Department			-	go				
Item List								
Hold Item	ount	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.

Academics				SEARCH FOR CLASSES
<u>Search</u> Enroll/Add/Drop	Bod	eadlines 😡 URL	Gradebook	SEARCH FOR CLASSES
My Academics	This \	Neek's Schedule		Holds
		Class	Schedule	
other academic 🗸 🛞	3	BCIS 2610-002 CRE (2506)	MoTuWeTh 10:00AM - 11:50AM BLB 035 Fr 12:00AM - 11:50AM Room: TBA	Student Financial Obligation Student Financial Obligation Advising Required
			weekly schedule 🕨	details

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					g	o to		- >>>		
Your Hold	s									
			on your records w and click Go.	. To filter your l	list of					
View your Holds	by									
Institution				•						
Term				-						
Departmen	nt			•	go					
Item List										
Hold Item	Amount		Institution	Start Term	End Term	S	Start Date	End Date	Department	
Advising Required		USD	University of North Texas	Begin Term - Srvc Indicatr Use		0	1/01/2014		Registrar	
Student Financial Obligation		USD	University of North Texas	2014 Fall		0	1/01/2014		Student Acctg & Univ Cashier	Remove Hold
Student Financial Obligation		USD	University of North Texas	2014 Summer		0	1/01/2014		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					g	jo to	- 📎		
Your Hold	s								
			on your record ow and click Go.	s. To filter your l	ist of				
/iew your Holds	by								
Institution				•					
Term				•					
Departmen	nt			•	go				
ltem List									
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		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



#### 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
	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	B D	eadlines 😽	URL	📴 Gradebook
Enroll/Add/Drop My Academics	This \	Veek's Schedule		
		Class		Schedule
other academic 🗸 📎	1	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	Bod	eadlines 😡 URI	Gradebook
Enroll/Add/Drop My Academics	This	Week's Schedule	
		Class	Schedule
other academic 👻	8	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.

Search	Enroll/Ad	d/Drop	My Academics
my class schedule add	drop swap	edit term inform	ation mandatory courses
Add Classes			1-2-3
Select Term			
Select a term then click Co	ontinue.		
Term	Career	Institution	
2014 Summer	Undergraduate	University of North Texas	
0 2014 Fall	Undergraduate	University of North Texas	
0			
		CONTIN	IUE

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:	2014 Fall Shopping Cart
Enter Class Nbr	Your enrollment shopping cart is empty.
Class Search     search	

Class numbers are listed in the schedule of classes, or you may also use the <u>Visual</u> <u>Schedule Builder</u> 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 P	references	5				
DSCI 3710-003 Credit Open				Wait List	🔲 Wait list if class	is full
<b>C</b> i			_	Permission Nbr		
Session	Regular	r Academic Session		Grading	Graded	
Career	Underg	raduate	_	didding	0.0000	
Enrollm	ent Informa	tion		Units	3.00	
•	students ma unless they a	/DBUND and PACC/I y not enroll in this co are assigned to O or AFND/DAFND su	ourse			
					CANCEL	NEXT
Section	Component	Days & Times	Room	Instructor		Start/End Date
003	Credit	Tu 6:30PM - 9:20PM	BLB 170	Jayakumar,Mal	iyakal 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**.

	Class Nbr	Section	Schedule		Room	Instructor	Status
0	16133	<u>501</u>	Mo 12:30PM - 2:20PM	Phys	228	G. Nyandoto	
$\bigcirc$	16134	<u>502</u>	Mo 3:00PM - 4:50PM	Phys	228	G. Nyandoto	
	16135	<u>503</u>	Tu 1:00PM - 2:50PM	Phys	228	G. Nyandoto	
$^{\circ}$	16136	<u>504</u>	We 10:00AM - 11:50AM	Phys	228	G. Nyandoto	
0	16137	<u>505</u>	We 3:00PM - 4:50PM	Phys	228	G. Nyandoto	
			(v	iew Al	Sections	First 🚺 1-5 of 7	Last

# 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:	2014 Fa	2014 Fall Shopping Cart							
	Delete	Class	Days/Times	Room	Instructor	Units	Status		
Enter Class Nbr	-	DSCI 3710-001	TuTh 12:30PM -						
enter	Î	(12061)	1:50PM	BLB 070	Staff	3.00			
	î	PHYS 1210-002	TuTh 11:00AM -			2.00			
Find Classes		<u>(9845)</u>	12:20PM	Phys 104	K. Littler	3.00	-		
Class Search		PHYS 1210-504	We 10:00AM -						
		(16136)	11:50AM	Phys 228	G. Nyandoto				
search									

Review your schedule carefully, and if everything looks correct, click

2014 Fall | Undergraduate | University of North Texas

		Open	Close	d 🔺 🗛	ait 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		•
	1	1	1	1	1	
		CANCEL	PREVIOUS	FINISH	ENRO	

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

	✔ s	Success: enrolled	🗙 Error:	unable to add class		
Class		Message		Status		
ART 1440		Success: This class has been added to your schedule.				
ENGL 1310	add this class due to a time co another class.					
	Mak	E A PAYMENT	MY CLASS SCHEDULE	ADD ANOTHER CLAS		

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

<sup>2014</sup> Fall | Undergraduate | University of North Texas

- UNIVERSITY OF NORTH TEXAS"
  - 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.



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.

7 DSCI 3710 - Business Statistics with Spreadsheets

			View All Sections	First 🚺 1-3 of 5 본 Last			
	001-CRE(12061)		Status 🔵	select class			
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 Status Session Regular							
	Regular			Sciect class			
		Room	Instructor	Meeting Dates			
	Regular	Room BLB 070					
Session	Regular Days & Times		Instructor	Meeting Dates			
Session Section	Regular Days & Times Mo 6:30PM - 9:20PM 003-CRE(9013)		Instructor Staff	Meeting Dates 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									
Session Career	Regular	Academic Session	C	Grading	Graded				
	ent Informa		ι	Jnits	3.00				
•	students may unless they a	DBUND and PACC/ y not enroll in this co are assigned to or AFND/DAFND su	ourse						
					CANCEL	NE XT			
Section	Component	Days & Times	Ins	Instructor Start/E					
003	Credit	Tu 6:30PM - 9:20PM	BLB 170	Jayakumar,Mal	iyakal D	08/25/2014 - 12/12/2014			

Continued on next page.

NT<sup>®</sup> UNIVERSITY OF NORTH TEXAS

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

Sel	ectLabor Class Nbr	section	ction (Required): Schedule		Room	Instructor	Status
$\odot$	16133	<u>501</u>	Mo 12:30PM - 2:20PM	Phys	228	G. Nyandoto	
$\odot$	16134	<u>502</u>	Mo 3:00PM - 4:50PM	Phys	228	G. Nyandoto	
	16135	<u>503</u>	Tu 1:00PM - 2:50PM	Phys	228	G. Nyandoto	
$\bigcirc$	16136	<u>504</u>	We 10:00AM - 11:50AM	Phys	228	G. Nyandoto	
$\circ$	16137	<u>505</u>	We 3:00PM - 4:50PM	Phys	228	G. Nyandoto	
				iew Al	Sections	First 🚺 1-5 of 7	Last

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**.

Delete     Class     Days/Times     Room     Instructor     Units       DSCI 3710-001     TuTh 12:30PM - (12061)     TuTh 12:30PM - 1:50PM     BLB     070     Staff     3.00	Status
DSCI 3/10-001  UIN 12:30PM -	
enter (12051) 1.50PM BLB 070 Staff 3.00	
	-
d Classes (9845) 12:20PM Phys 104 K. Littler 3.00	
Class Search PHYS 1210-504 We 10:00AM -	
(16136) 11:50AM Phys 228 G. Nyandoto	
search	

Review your schedule carefully, and if everything looks correct, click

	2014 Fall   Undergraduate	e   University	of North Texas				
				Open	Closed	a 🛆 w	ait List
	Class	Descript	ion Days	/Times	Room	Instructor	Units Status
01	L4 Fall   Undergraduate	University o	f North Texas				
		🖌 🗸 s	uccess: enrolled		🗙 Er	ror: unable to	o add class
Cla	ass		Message				Status
ART 1440			Success: This cl	ass has bee	n added to your	schedule.	×
EN	GL 1310		Error: You canno class 8472. Selec			e conflict with	$\supset (\mathbf{x})$
				a unother er			/0

If a class has been successfully added, you will see  $\checkmark$  in the Status column. If there were any errors with your request, you will see  $\thickapprox$  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.

	Search	Enroll/Add	://Drop	My A	cademics
my	class schedule add	drop swap	edit te	erm information	mandatory courses
	op Classes				1-2-3
	ect Term ect a term then click Co	ontinue.			
	Term	Career	Institution		
$\odot$	2014 Summer	Undergraduate	University of Nort	h Texas	
$\bigcirc$	2014 Fall	Undergraduate	University of Nort	h Texas	
$\bigcirc$				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
	ART 1440-001 (8471)	DESIGN I (Credit)	We 12:00PM - 12:50PM	SAGE 116	L. Beard	3.00	<ul> <li>Image: A start of the start of</li></ul>
	ART 1440-501 (8472)	DESIGN I (Laboratory)	MoWe 8:00AM - 10:20AM	Art 318	K. Pande		<b>~</b>
	ENGL 1310-009 (2305)	COL WRIT I (Credit)	MoWeFr 11:00AM - 11:50AM	Lang 217	D. Anderson	3.00	<b>~</b>

DROP SELECTED CLASSES

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

ClassDescriptionDays/TimesRoomInstructorUnitsStatusART 1440-001 (8471)DESIGN I (Credit)We 12:00PM - 12:50PMSAGE 116L. Beard3.00ART 1440-501 (8472)DESIGN I (aboratory)MoWe 8:00AM - 10:20AMArt 318K. Pande			✔Enrolled	() Dropp	oed 🛆 W	ait Listed
(8471)         DESIGN I (Credit)         12:50PM         SAGE 116         L. Beard         3.00           ART 1440-501         DESIGN I         MoWe 8:00AM -         Art 318         K. Bande         Image: Comparison of the state	Class	Description	Days/Times	Room	Instructor	Units Statu
Art 318 V Danda		DESIGN I (Credit)		SAGE 116	L. Beard	3.00 🗸
	ART 1440-501 (8472)	DESIGN I (Laboratory)	MoWe 8:00AM - 10:20AM	Art 318	K. Pande	<b>~</b>

 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 X in the Status column. Read the messages associated with any errors to determine how to fix them, if possible.

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🖌	Success: dropped	🗙 Error	: unable to drop o	lass
Class	Message			Status
ART 1440	Success: This class	has been removed from you	ur schedule.	<b>~</b>
		Make A Payment	MY CLASS S	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.

	Search	Enroll/Add	d/Drop My Academics	
my	class schedule add	drop swap	edit term information mandatory co	urses
Swa	ap a Class			1
Sel	ect Term			
Sel	ect a term then click Co	ontinue.		
	Term	Career	Institution	
0	2014 Summer	Undergraduate	University of North Texas	
$\bigcirc$	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	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

UNIVERSITY OF NORTH TEXAS

You are replacing this class						
		<b>√</b> Enrolled	(🛞 Drop)	ped 🛆 W	ait Liste	ed
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	<b>~</b>
▼ With this class		Open	Close	:d 🛆 W	/ait 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	٠
		1	1		1	

 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 X 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

	✔ s	Success: Classes were	e swapped	X Error:	Unable to swap	class
Class		Message				Status
Swap ENGL 1310 with PSCI 1040		Success: This class	has been replaced	ł.		<b>~</b>
			Make A Pay	YMENT	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 <u>Visual</u> <u>Schedule Builder</u> 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.

Add to Cart:	2014 Fall Shopping Cart
Enter Class Nbr	Your enrollment shopping cart is empty.
Find Classes	
Class Search     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).

Search for Classes		
Career	▼	
University of North Tex	as   2014 Fall	
Select at least 2 sea	rch criteria. Click Search to view your search results.	
♥ Class Search		
Course Subject	select subject ENGL English	
Course Number	is exactly T310	
Course Career	•	
	Show Open Classes Only	
	Open Entry/Exit Classes Only	
Additional Search	Criteria	
	0.515	<
Return to Add Classes	CLEAR	

Click View All to see all sections.

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

<u>leturn to</u>	Add Classes			START A NEW SEARCH
		•	pen Close	d 🚺 Wait List
∀ м/	VTH 1010 - Fundame	entals of Algebra		
		Vi	ew All Sections Fi	rst 🚺 1-3 of 4 🕨 Last
	001-CRE(23867)		Status extb	ooks select class
Session	Regular			
	Days & Times	Room	Instructor	Meeting Dates
	TuTh 9:30AM - 10:50AM	Matt 311	Staff	08/28/2013 - 12/13/2013
Section	002-CRE(23866)		Status 🔶 extb	ooks select class
Session	Regular			

Days & Times	Room	Instructor	Meeting Dates
MoWeFr 10:00AM - 10:50AM	Gab 105	Staff	08/28/2013 - 12/13/2013
003-CRE(38829)	—For Class Details	Status Arextbo	oks select class
Days & Times	Room	Instructor	Meeting Dates
ТВА	ТВА	Staff	ТВА

Return to Add Classes

START A NEW SEARCH

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".

WATH 1010 - FUND OF ALGEBRA	ou must check ail list if class i o be ADDED to Waitlist
MATH 1010 - FUND OF ALGEBRA	o be ADDED to
MATH 1010-003 Credit A wait List Wait List	
	ull
Permission Nbr	
Session Regular Academic Session Ca <b>reer</b> Undergraduate <b>Grading</b> Graded	
Units 3.00	
View Textbooks	NEXT
Section Component Days & Times Room Instructor Start/I	End Date

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		3
1. Select classes (	to add						
To select classes for a satisfied with your cla				Change. Wh	nen you are		
MATH 1010 has	been ad	lded to your	Shopping Carl				
	1						
013 Fall   Undergrad	uate   *	University o	of North Texas	change t	erm		
		<u> </u>					
			Open	Closed	▲ Wait List	t	
Add to Cart:	2013 F	all Shopping	Cart				
Enter Class Nbr	Delete		Days/Times	Room	Instructor	Units	Status
Eind Classes	Î	<u>MATH</u> <u>1010-003</u> (38829)	тва	тва	Staff	3.00	
Class Search		(00027)				-	_
search							
				( P	ROCEED TO ST	ЕР 2 О	F 3

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

Add Classes					- 🗖				
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   Undergra	duate   * Universit	y of North Texas	Clos	ed 🔺	Vait Lis	t			
Class	Description	Days/Times	Room	Instructor	Units	Status			
MATH 1010-003 (38829)	FUND OF ALGEBRA (Credit)	тва	тва	Staff	3.00	<b></b>			
		CANCEL	PREVIOUS	FINISH	ENRO	LLING			

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  $\checkmark$  to indicate success.

Add Classes			I
3. View resu	lts		
View the follo	wing status report for enrollm	ent confirmations and erro	rs:
2013 Fall   Underg	raduate   * University of North	Texas	
	Success: erolle	d K Error	: unable to add class
Class	Message		Status
MATH 1010		s 38829 is full. You have b wait list in position number	
	MAKE A PAYMENT	MY CLASS SCHEDULE	ADD ANOTHER CLASS

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

Class	Message	Status
MATH 1010	Message: Class 38829 is full. You ha placed on the wait list in position nu	
	MAKE A PAYMENT	ADD ANOTHER CLA

Be sure to check the "Show Waitlisted Classes" and select <u>filter</u>. 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 F	•	2	•		of North To he Wait List,			2	m is option and hit "filter
🔽 Cla	▼ Class Schedule Filter Options								
Show Enrolled Classes 🗌 Show Dropped Classes 🔽 Show Waitlisted Classes filter									lasses filter
HIST 2	2610 - U	ISTO 1865							
Status			Units	Grading		Grad	e	Dead	dlines
Enrolled	ł	3.00		Graded				3	
Class Nbr	Section	Component	Days	& Times	Room	In	structor		Start/End Date
31829         001         Credit         MoWeFr 8:00AM         Cury 204         Welch,Martha         08/28/2013 -           - 8:50AM         Courtney         12/13/2013									
MATH	1010 -	FUND OF A	LGEBF	RA					
Status			aitlist sition	Units G	Grading Grade		C	eadlines	
Waiting		1	:	3.00 G	iraded			Ē	0
Class Nbr	Section	Component	Days	& Times	Room	In	structor		Start/End Date
38829	<u>003</u>	Credit	тва		ТВА	St	aff		08/28/2013 - 12/13/2013
Pun	chase Te	xtbooks						<u>Pri</u>	nter Friendly Page
		<mark>add/drop</mark> <u>M</u> ule <u>Add</u> Dro			'erm Informa	tion	Mandato	iry Co	urses

go to ... 🔽 📎



To Drop from Waitlist for a Class:

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

Academics	Bod	eadlines 😡 URL	Gradebook	
Enroll/Add/Drog My Academics	This	Week's Schedule		
Plan		Class	Schedule	
other academic V	3	CPEP 3030-002 CRE (35213)	Room: TBA	
other academic	3	ENGR 1304-001 CRE (34957)	Mo 10:00AM - 10:50AM NTDP F187	
	3	ENGR 1304-301 LAB (34959)	Tu 3:00PM - 6:50PM NTDP F187	
	3	ENGR 2060-004 CRE (40809)	Internet Course	
	3	ENGR 2060-304 LAB (37879)	Fr 9:00AM - 11:50AM NTDP F185	
	8	MILS 1141-001 CRE (15963)	Th 12:30PM - 1:20PM Wh 317	
			weekly schedule 🕨	
			enrollment shopping cart 🕨	

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

	Search	Enroll/Add	1/Drop	My	Academics
ту	class schedule add	drop swap	edit	term information	mandatory courses
Add	l Classes	$\sim$			1-2-3
Sele	ect Term				
Sele	ect a term then click C	ontinue.			
-	Term	Career	Institutio	n	
0	2013 Spring	Undergraduate	* Univers	ity of North Texas	
0	2013 Summer	Undergraduate	* Univers	ity of North Texas	
0	2013 Fall	Undergraduate	* Univers	ity of North Texas	
				CONTINUE	J

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

Drop	Classes					. 1	
1. Se	elect classe	s to drop					
Sele	ect the classes t	to drop and click [	Drop Selected Clas	ses.			
2013 F	all   Undergr	aduate   * Univ	ersity of North T	exas cha	nge term		
+			▲ <b>□</b>				
			✓Enrolled	(S) Drop	ped 🛆 🛛	Vait Lis	tea
Select	Class	Description	Days/Times	Room	Instructor	Units	Status
F	HIST 2610-001 (31829)	U S TO 1865 (Credit)	MoWeFr 8:00AM - 8:50AM	Cury 204	M. Welch	3.00	~
	MATH 1010-003 (38829)	FUND OF ALGEBRA (Credit)	ТВА	тва	Staff	3.00	<b></b>
		•	•		ROP SELECT	ED CL	ASSES

Confirm the dropped class by reviewing schedule and clicking.

Search	ı	Enroll/Add	/Drop	My	y Acade	mics
my class schedule	add drog	swap	edit term	information	mand	latory courses
Drop Classes					- 11-	-23
2. Confirm yo	ur selection					
Click Finish Drop these classes, cl 2013 Fall   Undergra			. To exit without	t dropping		
		✓Enroll	ed 🚫 Drop	ped 🔺 🛆 W	ait List)	ed
Class	Description	Days/Times	Room	Instructor	Units	Status
<u>MATH 1010-003</u> (38829)	FUND OF ALGEBRA (Credit)	тва	тва	Staff	3.00	
		CANCE	PREVIO		HDROF	PING

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 us 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.

Academics Deadlines 😡 url 🕞 Gradebook roll/Add/Dro This Week's Schedule My Ac Plan Class Schedule CPEP 3030-002 30 Room: TBA **v** (>>) CRE (35213) other academic... Mo 10:00AM -ENGR 1304-001 3 10:50AM CRE (34957) NTDP F187 Tu 3:00PM -ENGR 1304-301 3 6:50PM LAB (34959) NTDP F187 ENGR 2060-004 3 Internet Course CRE (40809) Fr 9:00AM ENGR 2060-304 3 11:50AM LAB (37879) NTDP F185 Th 12:30PM -MILS 1141-001 3 1:20PM CRE (15963) Wh 317 weekly schedule > enrollment shopping cart ▶

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.

Search		Enroll/Add	Фгор		My Aca	demics	
my class schedule add	drop	swap	edit	term informat	ion ma	indatory cours	es
Swap a Class 1. Select a class to swa	ар	<u> </u>			— D	-2-3	
Select the class you wish to with.	swap the	n select the cla	iss you v	vish to replace it		Choose whi enrolled cours will be swappi	se you
2013 Fall   Undergraduate	* Unive	ersity of Nortl	h Texas	change tern	n	/	
Swap This Class							
Select from your schedule	HIS	ST 2610; U S T(	0 1865				
With This Class							
Search for Class	Cla	ss Search		▼ searc	h		
Enter Class Nbr		enter					

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.

Swap	a	Class	
------	---	-------	--

1-2-3

2. Confirm your selection

Click Finish Swapping to process your swap request. To exit without swapping these classes, click Cancel.

2013 Fall | Undergraduate | \* University of North Texas You are replacing this class 🔥 Wait Listed ✓Enrolled ⊗Dropped Description Room Class Days/Times Instructor Units Status HIST 2610-001 U S TO 1865 MoWeFr 8:00AM Cury 204 M. Welch 3.0<mark>0</mark>  $\checkmark$ 8:50AM <u>(31829)</u> (Credit) With this class Open Closed 📄 🔥 Wait List Description Days/Times Room Instructor Units Status Class POLITICAL PSCI 2300-003 RESEARCH тва тва Staff 3.00 Δ (38836) (Credit)



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.

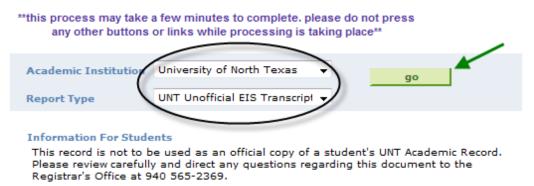
r
1

Academics				
Search	Bod	eadlines	😡 url	Gradebook
Enroll/Add/Drop My Academics	This	Week's Schedul	e	
		Class		Schedule
Transcript: View Un 🔻 🛞	3	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.



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.

Search Inroll/Add/Drop	Bo	eadlines 🛛 😡 URI	Gradebook
Average Academics	This	Week's Schedule	
lan		Class	Schedule
Transfer Credit: Re 💙 🔊	3	CPEP 3030-002 CRE (35213)	Room: TBA
	2	ENGR 1304-001 CRE (34957)	Mo 10:00AM - 10:50AM NTDP F187
		ENGR 1304-301 LAB (34959)	Tu 3:00PM - 6:50PM NTDP F187
	3	ENGR 2060-004 CRE (40809)	Internet Course
	3	ENGR 2060-304 LAB (37879)	Fr 9:00AM - 11:50AM NTDP F185
	3	MILS 1141-001 CRE (15963)	Th 12:30PM - 1:20PM Wh 317

enrollment shopping cart ▶

Search	Enroll/Add/Drop	My Academics	Plan
View Transfer Cre	dit Report		

· ·									
Model Nbr	1 Poste	ed							
Institution	* University of	North Tex	as	Credit Sou	Irce Type	Manu	al		
Career	Undergraduate			Source In	stitution	Blinn	College		
Program	Engineering								
Plan	Pre-Mech Engir	eering Te	ch.						
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 99990	T02	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 99990	то1	0.000	TF	
2009 Fall	DW:0004 MATH 1314	3.00	тw	Posted	MATH 1100		0.000	тw	
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 Ai	d	
My Account	Account Summary	
Account Inquiry	You owe 0.00.	
Financial Aid	Due Now	0.00
View Financial Aid	Future Due	0.00
Accept/Decline Awards		
Account Inquiry El	ectronic Payments/Purc	hases 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

$ \cap $	Account Inquiry	Electror	nic Payments/Purchase	s Account Services
	summary	activity	charges due	payments pending aid

**Payment History** 

Type       09/28/2009     Fed Pell Grant       08/18/2009     Stafford Sub Loan       08/18/2009     UNT Tuition Grant       08/18/2009     Fed Direct Stafford	go	To 11/16/2009 🕅	16/2009 🛐	From 05/	Jniversity of North Texas	
Date PaidTypePaid A09/28/2009Fed Pell Grant2/408/18/2009Fed Direct Sub Loan2/408/18/2009UNT Tuition Grant2/408/18/2009Fed Direct Stafford Unsub2/4	of 5 🕨 Last	l 🛛 First 🗹 1-5	ind   View A	F	ments	Posted Payn
09/28/2009         Grant         2/2           08/18/2009         Fed Direct         2/2           08/18/2009         UNT         2/2           08/18/2009         Fed Direct         2/2           08/18/2009         Fed Direct         2/2           08/18/2009         Fed Direct         2/2           08/18/2009         Stafford         2/2           08/18/2009         Stafford         2/2	Paid Amount	F				ate Paid
08/18/2009         Stafford Sub Loan         2,3           08/18/2009         UNT Tuition Grant         3           08/18/2009         Fed Direct Stafford Unsub         3	2,450.00					9/28/2009
08/18/2009 Tuition Grant 08/18/2009 Fed Direct 08/18/2009 Unsub 2/5	2,239.00		Stafford			8/18/2009
08/18/2009 Stafford 2.5	750.00		Tuition			8/18/2009
	2,985.00		Stafford Unsub			8/18/2009
Total Posted Payments 8,4 for this view	8,424.00		Posted Payments for this			

Currency used is US Dollar.

Account Inquiry	Electro	onic Payments/Purch	ases	Account Services		
summary	activity	charges due	pay	ments	pending aid	)

#### Pending Financial Aid

#### \_\_\_\_

View By University of North Texas	All Terms 🛛 💙	go
-----------------------------------	---------------	----

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
			First 🖪 1-5 of 5 🕨 Last

### > To Complete a Payment:

Account Inquiry Electronic Payments	s/Purchases Account Services
Make a Payment	
1. Specify Payment Details	
	Make Payment by Credit Card or eCheck

Click on Pay Bill.



Click on Make Payment.

Message Board Payment Profiles Authorize Payers User Preferences Make Payment Transaction History

## Message Board

Welcome to the QuikPAY<sup>TM</sup> system. Through QuikPAY<sup>TM</sup>, 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.



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.

Personal Information								
Demographic Data	Contact Information							
Demographic Data Emergency Contact Names User Preferences	Current/Local Address 321 Evergreen Terrace Springfield, IL 12345	<u>Mailing Address</u> 321 Evergreen Terrace Springfield, MS 12345						
other personal 👻 📎	Main Phone number 940/555-0000	<u>Campus Email</u> nobody@unt.edu						

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

Personal information			Security		Participation		)		
addresses	s phone num	bers	email addresses	emerger	cy contacts	demographic information	tion	ethnicity	

Demo	ogran	hic	Inform	ation
Denny	o Sr up	mu	1 mi Oi mi	ution

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

• Click on the <u>edit</u> button next to the address to change.

Addresses	Ad	d	r	e	s	s	e	s
-----------	----	---	---	---	---	---	---	---

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	А	NEW	App	RESS
100	× ×	145.44	100	ILL O O

Update the information and click OK

Ed	it.	Δ	d	d	re	66
Lu			-	-		99

Country:	United States		Change Countr	У
Address 1:	321 Evergreen Terrace			
Address 2:				
Address 3:				
City:	Springfield	State: IL	🔍 Illinois	Postal: 12345
County:				
OK	Cancel			
Click	SAVE			
Student				
Addresses				
Change Add	ress			

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		Address Types
321 Evergreen Terrace Springfield, IL 12345	Edit Address	<ul><li>✓ Current/Local</li><li>Mail *</li></ul>
Date change will take effect	06/05/2014 (example: 12/31/2000)	Permanent * Other
SAVE		UNTS Work
	Return to Current Addresses	

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





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



### **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

