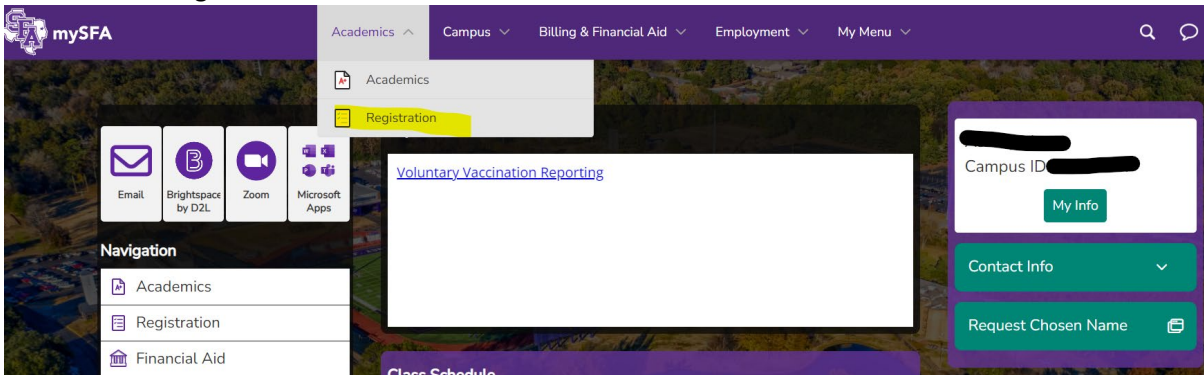
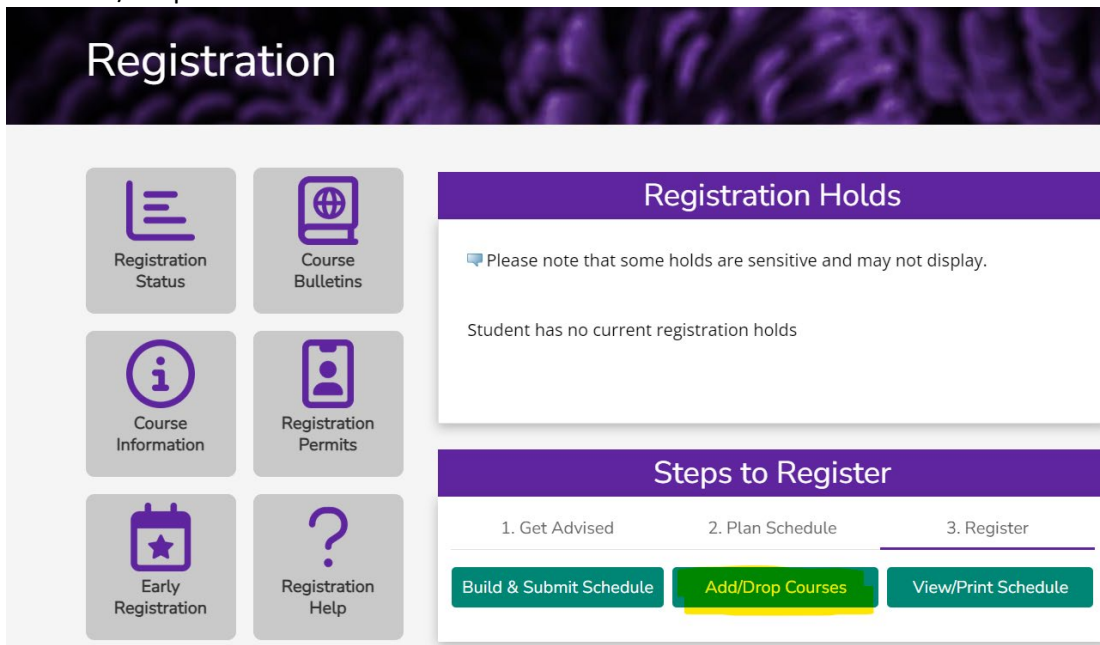


# How to Register for Corequisite Courses using Add/Drop Courses

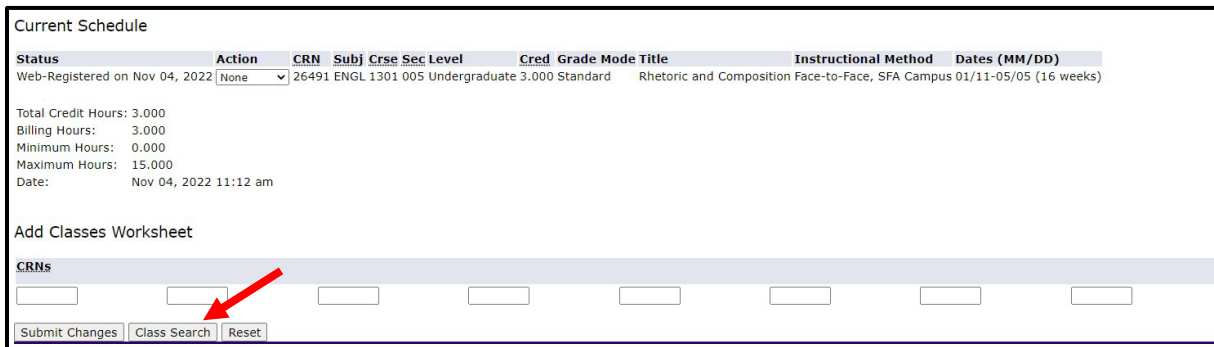
1. Login to mySFA
2. Click on Registration



3. Locate the “Steps to Register” box
4. Click on Add/Drop Courses



5. Click on Class Search



6. Select the course subject from the list and then click Course Search

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

Subject:

7. Find the class from the list provided and click View Sections

Look Up Classes

Spring 2023

**Biology**

1106	General Biology I Lab	<input type="button" value="View Sections"/>
1107	Bio for Sci Maj II (Lab)	<input type="button" value="View Sections"/>
1108	Bio for Non-Sci Maj I (Lab)	<input type="button" value="View Sections"/>
1109	Bio for Non-Sci Maj II (Lab)	<input type="button" value="View Sections"/>
1306	Bio for Sci Maj I (Lec)	<input type="button" value="View Sections"/>

8. Check the box beside the section you want to add and then click Add to Worksheet

Look Up Classes

Sections Found

Biology

Select	CRN	Sec	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	Cap	WL	Act	WL	Rem	Instructor	POT	Date (MM/DD)	Location	Instructional Method	Attribute
<input type="checkbox"/>	26379	BIOL	1106	020	M	1.000	Biology for Science Majors I Lab	M	01:00 pm-02:50 pm	50	0	50	0	0	0	0	0	0	Cassey Lynn Edwards (P)	Full Term	01/11-05/05	SCIE 103	Face-to-Face, SFA Campus	Exclude 6 Drop Limit
<input type="checkbox"/>	26379	BIOL	1106	021	M	1.000	Biology for Science Majors I Lab	M	03:00 pm-04:50 pm	50	0	50	0	0	0	0	0	0	Cassey Lynn Edwards (P)	Full Term	01/11-05/05	SCIE 103	Face-to-Face, SFA Campus	Exclude 6 Drop Limit
<input checked="" type="checkbox"/>	26379	BIOL	1106	520	SW	1.000	Biology for Science Majors I Lab		TBA	40	0	40	0	0	0	0	0	Cassey Lynn Edwards (P)	Full Term	01/11-05/05	TBA	Online	Exclude 6 Drop Limit	

9. Click Class Search again

Add Classes Worksheet

CRNs

10. Select the course subject again and click Course Search

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

Subject:

11. Find the corequisite class from the list provided and click View Sections

Look Up Classes

Spring 2023

**Biology**

1106	General Biology I Lab	<input type="button" value="View Sections"/>
1107	Bio for Sci Maj II (Lab)	<input type="button" value="View Sections"/>
1108	Bio for Non-Sci Maj I (Lab)	<input type="button" value="View Sections"/>
1109	Bio for Non-Sci Maj II (Lab)	<input type="button" value="View Sections"/>
1306	Bio for Sci Maj I (Lec)	<input type="button" value="View Sections"/>

12. Check the box beside the section you want to add and then click Add to Worksheet

Look Up Classes

Sections Found

Biology

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	Cap	WL	Act	WL	Rem	Instructor	PQT	Date (MM/DD)	Location	Instructional Method	Attribute
<input type="checkbox"/>	26315	BIOL	1306	001	M	3	Biology for Science Majors I	TR	09:30 am-10:45 am	65	0	65	0	0	0	0	0	0	Alexandra Martynova Van Kley (P)	Full Term	01/11-05/05	IBA	Face-to-Face, SFA Campus	
<input checked="" type="checkbox"/>	26380	BIOL	1306	500	RW	3	Biology for Science Majors I		IBA	35	0	35	0	0	0	0	0	0	Dennis A. Gravatt (P)	Full Term	01/11-05/05	IBA	Online	

13. Make sure you have both CRNs in the boxes provided and then click Submit Changes

Add Classes Worksheet

CRNs

14. If successful, the courses will now appear in the Current Schedule area of the Add or Drop Classes page

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title	Instructional Method	Dates (MM/DD)
Web-Registered on Nov 04, 2022	None	26379	BIOL	1106	520	Undergraduate	1.000	Standard		Biology for Science Majors I Lab	Online	01/11-05/05 (16 weeks)
Web-Registered on Nov 04, 2022	None	26380	BIOL	1306	500	Undergraduate	3.000	Standard		Biology for Science Majors I	Online	01/11-05/05 (16 weeks)
Web-Registered on Nov 04, 2022	None	26491	ENGL	1301	005	Undergraduate	3.000	Standard		Rhetoric and Composition	Face-to-Face, SFA Campus	01/11-05/05 (16 weeks)

- a. If the courses were added successfully, no further action is needed
- b. If you received an error, you can email [registrar@sfasu.edu](mailto:registrar@sfasu.edu) (Include screenshots of the error you are receiving and be sure the email is coming from your jacks email).