

# Troubleshooting Register for Courses



Sometimes course registration doesn't go as smoothly as you'd like. If you've already tried to register for courses and are experiencing problems, here are some tips on troubleshooting the process.

- From the View Course Section registration screen, click **Troubleshoot**
- Review **Enrollment Window**
  - Should be **Yes**, meaning the registration date window is open; **No** means the registration date window is closed
- Review **Maximum and Enrolled Units**.
  - Additional units from this course section plus enrolled units should be less than maximum units. If additional units put you over maximum units, contact your school's registrar to complete registration
- Review **Holds**
  - Should be **0**
  - If you have a Hold, click the **Number** link to view Holds
- Review the **Can Register** columns in the Course and Course Section tables
  - If all lines = **Yes**, there are no registration issues
  - Access to Enrollment = No**, see your school's Registrar to complete registration
  - Eligible = No**, you haven't completed requirements and need instructor permission or to be enrolled in a specific Program or class year (in Course and Course Section tables)
    - Review the *Request Permissions to Register for a Course* video for b or c
  - No Duplicate Registrations = No**, means you have taken the course before
  - Has Capacity = No**, means this course section is full
  - No Time Conflict Exists = No**, resolve the conflict
- If you cannot resolve the issues on your own, **contact your Advisor or Registrar** for help

## Troubleshoot Registration

Academic Period	Spring 2021 Eastman
Academic Record	Eastman School of Music/Undergraduate (BM) - 08/29/2018 - Active
Active Record During Academic Period	Yes
Course	ACY 202 - Accompanying Class
Course Section	ACY 202-1 - Accompanying Class

Enrollment Window	Yes	2
Maximum Units	23	3
Enrolled Units	23	3
Additional Units From This Course Section	2	3
Holds	1	4

Course 6 items

Restriction	Can Register
Has Published, Visible Sections	Yes
No Duplicate Registrations	Yes
Can Register for Co-Requisites	Yes
Can Repeat	Yes
Access to Enrollment	Yes
Eligible	Yes

Restriction	Can Register
No Duplicate Registrations	Yes
Has Capacity	Yes
Eligible	Yes
No Time Conflict Exists	Yes

Course	ACY 202 - Accompanying Class	Instructional Formats	Lecture
Academic Period	Spring 2021 Eastman	Delivery Mode	Online
Status	Open	Enrolled/Capacity	7/8
Start/End Date	02/01/2021 - 05/12/2021	Meeting Patterns	(empty)
Grading Basis	Graded	Instructor	
Units	2 Semester Units	Notes	
Description	ACY 202 (1-2) Accompanying Class: A course designed to introduce the ESM undergraduate piano performance major (BM AMJ) to the basics of ensemble with one other instrument. Standard string and wind repertoire will be studied, and the course will culminate in a class recital. Not open to graduate students.		
Eligibility	Student has satisfied any of the following: (Student is a member of the Junior Class Standing Student Cohort) (Student is a member of the Senior Class Standing Student Cohort) (Student is a member of the Sophomore Class Standing Student Cohort)		