

HOW TO REGISTER FOR CLASSES

Login to *mySnead* using your S# and PIN. (<http://go.snead.edu>)

Please note that *mySnead* is not compatible with Internet Explorer 11.

The screenshot shows the top navigation bar with the mySnead logo and links for Sign Out and Help. Below the navigation bar, a welcome message reads "Welcome, John D. Doe, to MySnead!". A horizontal menu contains three tabs: "Personal Information", "Student", and "Financial Aid". The "Student" tab is highlighted with a blue background. A red callout box with the text "Click on the Student tab" has an arrow pointing to the "Student" tab. Below the tabs, there are three columns of text describing the actions available in each section. The "Student" section text reads: "Apply for Admission, Register, and View Your Academic Records." At the bottom of the page, there is a copyright notice "© 2014 Ellucian Company L.P. and its affiliates." and a footer with "RELEASE: 8.5.2" and "Last web access on Aug 05, 2014 at 10:41 am | SITE MAP".

The screenshot shows the mySnead website with the "Student" tab selected. A red callout box with the text "Always read the messages!" points to a message area. The message area contains the following text: "Registration for Fall 2014 is currently open." followed by several bullet points: "*Students are expected to secure payment for classes at the time of registration.", "*Please be aware of the dates that drops will occur for non-payment. The drops for non-payment will occur at approximately 12:01 a.m. on the dates published in the academic calendar.", and "*Thursday, July 31st *-Sunday, August 17th *-Friday, August 22nd". Below the message area, there is a grid of links. A red callout box with the text "Click on the Registration Menu" has an arrow pointing to the "Registration" link in the grid. The grid contains the following links: "Admissions" (Review the status of your application and view items that are still needed), "Registration" (Check your registration status, class schedule and add or drop classes), "View Account and Make Payments" (View Account and Make Payments), "Student Records" (View your holds, grades, transcripts and account summary), "View Grades" (View final grades), "View/Request Transcript" (Use this link to view your unofficial transcript from which you can request an official copy), "SSCC - DegreeWorks" (DegreeWorks), and "Email Student Services Staff". At the bottom of the page, there is a footer with "ellucian.".

Welcome, John D. Doe, to MySnead!

Home > Student & Financial Aid > Registration

Personal Information

Student

Financial Aid

Registration for Fall 2014 classes has begun! Payment is due at time of registration. Please note that choosing not to attend class does not relinquish a student from payment obligations to the college. Scroll down and proceed with the registration process by clicking 'Add/Drop/Withdraw Classes.'



Admissions

Review the status of your application and view items that are still needed

- Registration Status
- Add/Drop/Withdraw Classes
- Registration History



Registration

Check your registration status, class schedule and add or drop classes

- Select Term
- Search Available Classes



View Account and Make Payments

View Account and Make Payments

- View YOUR Class Schedule
- Week at a Glance



Student Records

View your holds, grades, transcripts and account summary



View Grades

View final grades



View/Request Transcript

Use this link to view your unofficial transcript from which you can request an official copy.



SSCC - DegreeWorks

DegreeWorks



Email Student Services Staff

Academic Calendar (2014-)

Click Search Available Classes

Home > Class Schedule Search

300043337 John D. Doe
Fall 2014
Aug 05, 2014 01:39 pm

Subject:

Accounting Technology
Art
Astronomy
Biology
Business
Chemistry
Child Development
Computer Science
Criminal Justice
Economics

Select the subject that you are searching. If you want to search all available classes, choose the first subject, hold down the shift down, and scroll down to the last subject and select (while holding down the shift key). This will highlight all subjects.

Course Number:

Title:

Credit Range:

Part of Term:

Non-date based courses only

Instructor:

Session:

Start Time:

End Time:

Days:

hours to hours

All

Full Term

Mini I

All

Alexander, Zachary Hoke

Armstrong, Elizabeth Rhea

All

Day

Evening

Hour 00

Minute 00

am/pm am

Hour 00

Minute 00

am/pm am

Mon

Tue

Wed

Thur

Fri

Sat

Sun

Class Search

Reset

Use this to filter by parts of term: Full-term (all semester); Mini I (1st 1/2 of semester); Mini II (2nd half of semester)

MySnead Sign In | Help

General Psychology - 10098 - PSY 200 - 0

MINI I. EVENING. ARAB. COURSE REQUIRES ADDITIONAL ONLINE CONTENT EACH WEEK.

Associated Term: Fall 2014
Registration Dates: Jul 08, 2014 to Aug 19, 2014
Attributes: Social Science Requirement

Main Campus
 Lecture Schedule Type
 Traditional Instructional Method
 3.000 Credits
[View Catalog Entry](#)

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	6:00 pm - 10:00 pm	T	Arab Instructional Site 112	Aug 18, 2014 - Oct 07, 2014	Lecture	Rhonda L Poling (P)

General Psychology - 10101 - PSY 200 - 0

MINI II. EVENING. COURSE REQUIRES ADDITIONAL ONLINE CONTENT EACH WEEK.

Associated Term: Fall 2014
Registration Dates: Jul 08, 2014 to Oct 10, 2014
Attributes: Social Science Requirement

Main Campus
 Lecture Schedule Type
 Traditional Instructional Method
 3.000 Credits
[View Catalog Entry](#)

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	6:00 pm - 10:00 pm	M	Administration Building 108	Oct 09, 2014 - Dec 12, 2014	Lecture	Mary P Hastings (P)

General Psychology - 10518 - PSY 200 - 0

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You will need to write down this 5 digit #. It is called a CRN #.

Always pay attention to the text. This section has some online content in addition to meeting in ARAB on Tuesday nights.

MySnead Sign Out | Help

Home > Student & Financial Aid > Registration

Personal Information | Student | Financial Aid

Registration for Fall 2014 classes has begun! Payment is due at time of registration. Please note that choosing not to attend class does not relinquish a student from payment obligations to the college. Scroll down and proceed with the registration process by clicking "Add/Drop/Withdraw Classes."

Go back to the Registration Menu and click on "Add/Drop/Withdraw Classes"

Admissions Review the status of your application and view items that are still needed	Registration Check your registration status, class schedule and add or drop classes	View Account and Make Payments View Account and Make Payments	Student Records View your holds, grades, transcripts and account summary
<ul style="list-style-type: none"> Registration Status Add/Drop/Withdraw Classes Registration History 	<ul style="list-style-type: none"> Select Term Search Available Classes 	<ul style="list-style-type: none"> View YOUR Class Schedule Week at a Glance 	
View Grades View final grades	View/Request Transcript Use this link to view your unofficial transcript from which you can request an official copy.	SSCC - DegreeWorks DegreeWorks	Email Student Services Staff
Academic Calendar (2014-2015) Click on this link to view important dates (reg. deadlines, withdrawal deadlines, drops for non-payment, etc).			

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Add/Drop/Withdraw Classes

To add a class, enter the Course Reference Number in the Add Classes section and click submit. To drop a class during the add/drop period, use the options available in the Action pull-down list and click submit. To withdraw from a class, use the options available in the Action pull-down list and click submit.

Please note that a student who withdraws from a class will not be reinstated in the class during the term in which the withdrawal occurred. Once you submit the withdrawal, it becomes final and cannot be reversed. Please note that withdrawals result in a grade of "W" and may affect financial aid status.

Add Classes Worksheet

CRNs

Enter in the CRN #'s of the courses you wish to register and click Submit Changes.

[View Holds](#) | [Change Class Options](#) | [Registration Fee Assessment](#)

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RELEASE: 8.5.1.2

SITE MAP

To add a class, enter the Course Reference Number in the Add Classes section and click submit. To drop a class during the add/drop period, use the options available in the Action pull-down list and click submit. To withdraw from a class, use the options available in the Action pull-down list and click submit.

Please note that a student who withdraws from a class will not be reinstated in the class during the term in which the withdrawal occurred. Once you submit the withdrawal, it becomes final and cannot be reversed. Please note that withdrawals result in a grade of "W" and may affect financial aid status.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Web Registered on Aug 05, 2014	None	10098	PSY	200	0	Undergraduate	3.000	Standard Letter	General Psychology

Total Credit Hours: 3.000
 Billing Hours: 3.000
 Minimum Hours: 0.000
 Maximum Hours: 19.000
 Date: Aug 05, 2014 02:00 pm

Verify that PSY 200 - 10098 is web registered. But, CHM 221 - 10300 did not get registered. See below.

Registration Add Errors

Status	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Prerequisite and Test Score error	10300	CHM	221	0	Undergraduate	4.000	Standard Letter	Organic Chemistry I

Add Classes Worksheet

CRNs

Student cannot register for CHM 221 - 10300 because he/she has not met the prerequisite for the course. ALWAYS PAY ATTENTION TO ERRORS!

You should then go back to the Registration Menu and click "View YOUR Class Schedule." Always be sure to view your class schedule on a regular basis and verify it for accuracy in mySnead. You must now follow the steps to MAKE PAYMENT.