

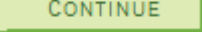
Add Classes

Navigation: MyStar Portal (mystar.utmb.edu) > Student Center

Students can access this feature in their Student Center by clicking the [Enroll](#) link in the



This Week's Schedule		
	Class	Schedule
	CLLS 3310-PB2 LEC (1062)	Room: TBA
	CLLS 3331-PB2 LEC (1072)	Room: TBA

1. Select a term, and click the  button.

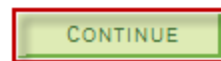
Add Classes



Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	2011 Summer	Undergraduate	UTMB-Galveston
<input checked="" type="radio"/>	2011 Fall	Undergraduate	UTMB-Galveston



2. To find classes, select **Class Search**, **My Requirements**, or **My Planner**, and click the **search** button.

NOTE: You can add a class to your **Shopping Cart** by entering the class number and then clicking the **enter** button.

Add Classes



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.

2011 Fall | Undergraduate | UTMB-Galveston **change term**

Open Closed Wait List

Add to Cart:

Enter Class Nbr

enter

Find Classes

Class Search

My Requirements

My Planner

search

2011 Fall Shopping Cart

Your enrollment shopping cart is empty.

3. Select at least two search criteria, and click the **SEARCH** button to view your search results.

Add Classes



Enter Search Criteria

UTMB-Galveston | 2011 Fall

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

Class Search Criteria

Course Subject

Course Number

Course Career

Show Open Classes Only

Use Additional Search Criteria to narrow your search results.

Additional Search Criteria

Meeting Start Time (example: 1:00PM)

Meeting End Time

Day of Week

Mon Tues Wed Thurs Fri Sat Sun

Instructor Last Name

Class Nbr (example: 1136)

Course Title Keyword (example: statistics)

Minimum Units

Maximum Units

Course Component

Session

Mode of Instruction

Campus

Location

Course Attribute (Course Characteristic) **Attribute Value**

[Return to Add Classes](#)

Callouts:

- The **Course Subject** lookup menu features subjects alphabetically.
- The **Course Number** drop-down menu allows you to select a course number that is exactly, contains, greater than or equal to, or less than or equal to the one you are searching.
- The **Show Open Classes Only** checkbox is automatically checked. Uncheck this box to see closed, cancelled, or blocked classes.
- The **Session** drop-down menu allows you to search by session.
- The **Location** drop-down menu allows you to search by location.
- Click here to clear all the fields.
- Click here to initiate your search.

4. The *Select a Subject* page opens a listing of all courses beginning with the letter **A**. Click a different letter to see additional courses. Example: Click **N** to view Nursing courses.

Add Classes



Enter Search Criteria

UTMB-Galveston | 2011 Fall

A B C D E F G H I J K L M **N** O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

Click the letter that begins the course name.

Select a Subject

<input type="button" value="select"/>	N ED	
<input type="button" value="select"/>	NCBR	
<input type="button" value="select"/>	NCBU	Neuro Cell B
<input type="button" value="select"/>	NEDB	
<input type="button" value="select"/>	NEUO	Neurology-Off Campus
<input type="button" value="select"/>	NEUR	Neuroscience Research
<input type="button" value="select"/>	NEUS	
<input type="button" value="select"/>	NEUU	Neurology
<input type="button" value="select"/>	NEUX	Neuroscience-X
<input type="button" value="select"/>	NIHR	
<input type="button" value="select"/>	NIHS	
<input type="button" value="select"/>	NURS	Nursing
<input type="button" value="select"/>	NURX	

- A. Click the button next to the desired course subject.
- B. This action returns you to the *Class Search Criteria* page with the **Course Subject** field populated with your selection.
- C. Click the button to see the results.

NOTE: When searching by **Course Subject**, you may get a message that your search will return more than 50 classes. You can either click the button and continue, or click the button and refine your search.

5. To add the class to your **Shopping Cart**, click the **select class** button.

Add Classes



Search Results

When available, click View All Sections to see all sections of the course.

UTMB-Galveston | 2011 Fall

My Class Schedule You are not registered for classes in this term.	Shopping Cart Your shopping cart is empty.
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The following classes match your search criteria Course Subject: **Nursing**, Course Career: **Undergraduate**, Show Open Classes Only: **Yes**

[Return to Add Classes](#)

[START A NEW SEARCH](#)

Closed Wait List

▼ NURS 3340 - Nursing:Health Assessment

View All Sections First **1 of 1** Last

Section [001-LEC\(1021\)](#) Status ● [select class](#)

Session 15 Wks

Days & Times	Room	Instructor	Meeting Dates
TBA	TBA	Staff	03/01/2011 - 04/28/2011

Click here to add the class to your Shopping Cart.

Click the **Section** link to view a description of the class.

▼ NURS 3349 - Nursing:Health Assessment Technology

View All Sections First **1 of 1** Last

Section [001-LEC\(1027\)](#) Status ● [select class](#)

Session 15 Wks

Days & Times	Room	Instructor	Meeting Dates
TBA	TBA	Staff	TBA

NOTE: ● status means the class is open. ■ status means the class is closed. ▲ status means there is a wait list for the class.

6. Click the **NEXT** button.

Add Classes 1 2 3

1. Select classes to add - Enrollment Preferences

2011 Fall | Undergraduate | UTMB-Galveston

NURS 3340 - Nursing:Health Assessment

Class Preferences

NURS 3340-001 Lecture ● Open **Grading** School of Nursing

Units 3.00

Session Fifteen Weeks

Career Undergraduate

CANCEL **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
001	Lecture		TBA	Staff	03/01/2011 - 04/28/2011

7. To register for classes in your **Shopping Cart**, click the

PROCEED TO STEP 2 OF 3

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.

✓ **NURS 3340 has been added to your Shopping Cart.**

2011 Fall | Undergraduate | UTMB-Galveston **change term**

● Open ■ Closed ▲ Wait List

Add to Cart:

Enter Class Nbr
 enter

Find Classes

Class Search

My Requirements

My Planner

search

2011 Fall Shopping Cart						
Delete	Class	Days/Times	Room	Instructor	Units	Status
🗑️	NURS 3340-001 (1021)		TBA	Staff	3.00	●

PROCEED TO STEP 2 OF 3

8. Click the **FINISH ENROLLING** button.

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.

2011 Fall | Undergraduate | UTMB-Galveston

Open Closed Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
NURS 3340-001 (1021)	Nursing:Health Assessment (Lecture)		TBA	Staff	3.00	

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

9. View the results of your add request.

Add Classes



3. View results

View the following status report for enrollment confirmations and errors:

2011 Fall | Undergraduate | UTMB-Galveston

Success: enrolled Error: unable to add class

Class	Message	Status
NURS 3340	Success: This class has been added to your schedule.	

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