

Swap a Class

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

Students can access this feature in their Student Center by clicking the [Enroll](#) link in the section and then the [swap](#) tab.

Academics

NOTE: Classes can be swapped only one at a time.

1. Select the class you wish to swap and then the class you wish to replace it.

NOTE: You can search for a class, select a class from your **Shopping Cart**, or enter the class number.

NOTE: You can expand the **My 2011 Fall Class Schedule** section.

Swap a Class

1 2 3

1. Select a class to swap

Select the class you wish to swap then select the class you wish to replace it with.

2011 Fall | Undergraduate | UTMB-Galveston [change term](#)

Swap This Class

Select from your schedule

With This Class

Search for Class [search](#)

----- OR -----

Select from Shopping Cart [select](#)

----- OR -----

Enter Class Nbr [enter](#)

[My 2011 Fall Class Schedule](#)

2. Click the **NEXT** button.

NOTE: This step does not appear if you select a class from your **Shopping Cart**.

Swap a Class

1 2 3

1. Select a class to swap - Enrollment Preference

2011 Fall | Undergraduate | UTMB-Galveston

NURS 3349 - Nursing:Info & Tech

Class Preferences

NURS 3349-001 Lecture ● Open Grading School of Nursing

Units 3.00

Session Fifteen Weeks

Career Undergraduate

CANCEL PREVIOUS **NEXT**

Section	Component	Days & Times	Room	Instructor	Start/End Date
001	Lecture	TBA	TBA	Staff	

3. Click the **FINISH SWAPPING** button to process your swap request. To exit without swapping these classes, click the **CANCEL** button.

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.

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▼ You are replacing this class

✔ Enrolled ⊗ Dropped ▲ Wait Listed

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

▼ With this class

● Open □ Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
NURS 3349-001 (1027)	Nursing:Info & Tech (Lecture)	TBA	TBA	Staff	3.00	●

CANCEL **FINISH SWAPPING**

4. View the results of your swap request.


Swap a Class




3. View results

View the results of your swap request. Click Fix Errors to try and correct the problems listed below or change your swap choices.

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 Success: Classes were swapped  Error: Unable to swap class

Class	Message	Status
Swap NURS 3340 with NURS 3349	Success: This class has been replaced.	

[MAKE A PAYMENT](#)

[MY CLASS SCHEDULE](#)