

2/2/23

2023 SPRING QUARTER REGISTRATION INFORMATION

The Schedule of Classes for the 2023 Spring Quarter opens February 2 at www.classes.ucr.edu.

View your registration time ticket as of February 7 in R'Web – Student Profile, by clicking Registration Notices (top right corner).

The time ticket is NOT a meeting with me, your assigned Academic Advisor. It is the earliest time you can register for classes through R'Web - Registration.

2023 Spring Quarter registration begins February 13.

<https://registrar.ucr.edu/registering>

Find registration holds by clicking the Holds section in R'Web. Please follow-up with the appropriate office(s) to clear holds before your registration ticket time. See your campus R'Mail for details about BCOE initiated holds.

BCOE holds might include:

- Academic Advising Milestones
- Academic Probation
- Change of Major
- Faculty Advising
- First Year Experience
- Mandatory Dean's Orientation Make-up
- Meet with your Advisor

For the 2023 Spring Quarter initial enrollment, BCOE limits students in good standing to a maximum of 17 units (February 13 – March 7).

Students on Academic Probation have a maximum of 13 units (or 3 courses).

The unit maximum for students in Good Academic Standing increases to 18 units for BCOE students on March 9.

FRESHMAN LEARNING COMMUNITY

If you are a member of the Engineering First Year Learning Community, you will receive a separate email explaining the registration process.

Below is just for TARA and the special population she advises:

ENGINEERING UNDECLARED STUDENTS

Please seek assistance in understanding major change requirements and/or making course selections from the Academic Advisor of the Department or Major you intend to pursue.

Undeclared students and all students working toward major change are still subject to BCOE policies.

<http://chassstudentaffairs.ucr.edu/dept/index.html>

<https://cnasstudent.ucr.edu/majors>

PRE-ENGINEERING & ENGINEERING PREP STUDENTS

Please seek assistance for all registration and course planning questions from the advisor of the desired major. Please contact your assigned Academic Advisor about academic and life challenges via email to bcoeadvising@engr.ucr.edu with ENPR (Pre-Engineering) or ENGR (Engineering Prep) in the subject line.

STUDENTS PURSUING CHANGE OF MAJOR OUTSIDE OF ENGINEERING

Send e-mail to bcoeadvising@engr.ucr.edu with CHANGE OF MAJOR in the subject line. In the body of the message, include your full name, student id number, and the major you wish to pursue. A BCOE advisor will reply to your e-mail with details about the change of major process.

TRANSFER STUDENTS AND NEW TO BCOE MAJOR CHANGE STUDENTS

You may need enrollment assistance, so plan to meet or send an e-mail prior to your enrollment date requesting this assistance. If you know you meet the prerequisite(s) for the course you need to enroll, you can submit the appropriate enrollment assistance form depending on which college houses the course – see ‘Registration Tips’ section below for links. Do not wait until the first day of registration, you can submit your online form as early as February 13.

REGISTRATION TIPS:

1. Enroll in courses using R’Web during your assigned Ticket Time.
2. Use the online Schedule of Classes (www.classes.ucr.edu) to find open courses and the course record number(s) (CRN).
3. Check your degree audit in R’Web, the suggested course plan (<https://student.engr.ucr.edu/majors>), and the approved Breadth worksheet (<http://student.engr.ucr.edu/policies/requirements/breadth.html>) to determine what courses to enroll in next quarter. You can also go to this link for visual guidance for more in-depth course planning guidance (<https://student.engr.ucr.edu/student-success-programs>).
4. Confirm that you have satisfied all prerequisites for the courses in which you plan to enroll. Prerequisites are listed in the UCR General Catalog (<http://catalog.ucr.edu/>).
5. After you have enrolled, check your schedule in R’Web and your UCR Student email regularly for any changes to the courses you have enrolled in.
6. If you need assistance enrolling in a course use the appropriate resources:

CNAS courses (i.e., Math, Physics, Chemistry, Biology, Statistics) please use the online form here: <https://ucrbgsac.wufoo.com/forms/enrollment-request/>.

BCOE courses (i.e., Computer Science, Mechanical Engineering) please use the online form here: <http://student.engr.ucr.edu/enrollmentassistance.html>.

CHASS courses (i.e., History, Political Science) please use the online form here: <https://chassems.wufoo.com/forms/chass-enrollment-request-form/>

7. ENGL 001C alternatives offered in the 2023 Spring Quarter will be listed online at this link: <http://uwp.ucr.edu/wac.html>.
8. To Waitlist a course, you will only be allowed to waitlist for the discussion/lab section (the secondary part of the course). A seat in the lecture is assumed if there is a seat in the discussion/lab. If a seat becomes available, you will be sent an email to add both sections. You will only have 24 hours to add the available seat, so keep watching your email. If you miss the 24 hour window to add the course, that seat is offered to the next student in line and you will be dropped from the waitlist. If you drop yourself from the waitlist, either accidentally or on purpose, you will lose your place on the waitlist. For more details, you can click this link: <https://registrar.ucr.edu/registering/waitlist>.

Student Academic Affairs
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(951) 827-3647
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<http://student.engr.ucr.edu/>