How to Search for Classes

On your Student Center page, click Search for Classes.

On the search page, be sure that the **Institution** is University of Mass **Boston**. If not, click to select the Boston campus.

Be sure that the **Term** you see is the one you want. If not, click on the term and select the correct one. Note that in the list of terms a 4-digit year followed by “Year,” such as “2016 Year,” will display a list of non-credit courses.

**Institution**

**Term**

Click on **select subject**.

- The beginning of an alphabetical list of programs will be displayed below a set of alphanumeric buttons.
- Click on the first letter of the program in which you want to take a course. For example, if you are interested in taking an English course, click **E**.
- Select the program.

Enter at least two search criteria, such as the **Course Number** (for example, 101) and the **Course Career** (Continuing Ed Non Credit, Graduate or Undergraduate).

By default, only open classes will be displayed. If you want to see **all** classes, click to remove the check mark next to Show Open Classes Only.

If you want to narrow your search results, click the down arrow to display **Additional Search Criteria**. For example, if you want to take an on-line course, select **OL-On-Line** in the **Mode of Instruction** field.
Once you have selected all of your search criteria, click **Search** in the lower right corner of the screen. Classes matching your search criteria will be displayed.

Use the buttons on the bottom right of the page to modify your current search or start a new search.

- **Modify Search**
- **New Search**

If you want to register for a particular section displayed, click **Select**. The class will be placed in your shopping cart.

For additional details about a course section, including a course description and the number of seats currently available, click on either the **Class** or **Section** link.

Click on the **Affordable Textbooks FAQ** link at the bottom of the class details page for information about textbook purchases.

From the class details page, you may return to the search results or select the class section by clicking on the buttons at the bottom right of the page.

- **View Search Results**
- **Select Class**

When you select a class, the class will be placed in your shopping cart and you may complete the registration process.

For wait list and permission number options, click on **Class Preferences**.
To be placed on the wait list for the class, click to check **Wait list if class is full**.

If you have obtained a permission number from the instructor, enter the number in the **Permission Nbr** field. Remember that permission numbers may be used only once and for only a specific section of a course.

Click the **Next** button on the lower right to continue. If you click **Cancel**, you will be returned to the class search.

When you have added a class to your shopping cart, you may search for another class or click on **Enrollment** on the left side of the page, then click on **Enrollment: Add Classes** to register for the class.