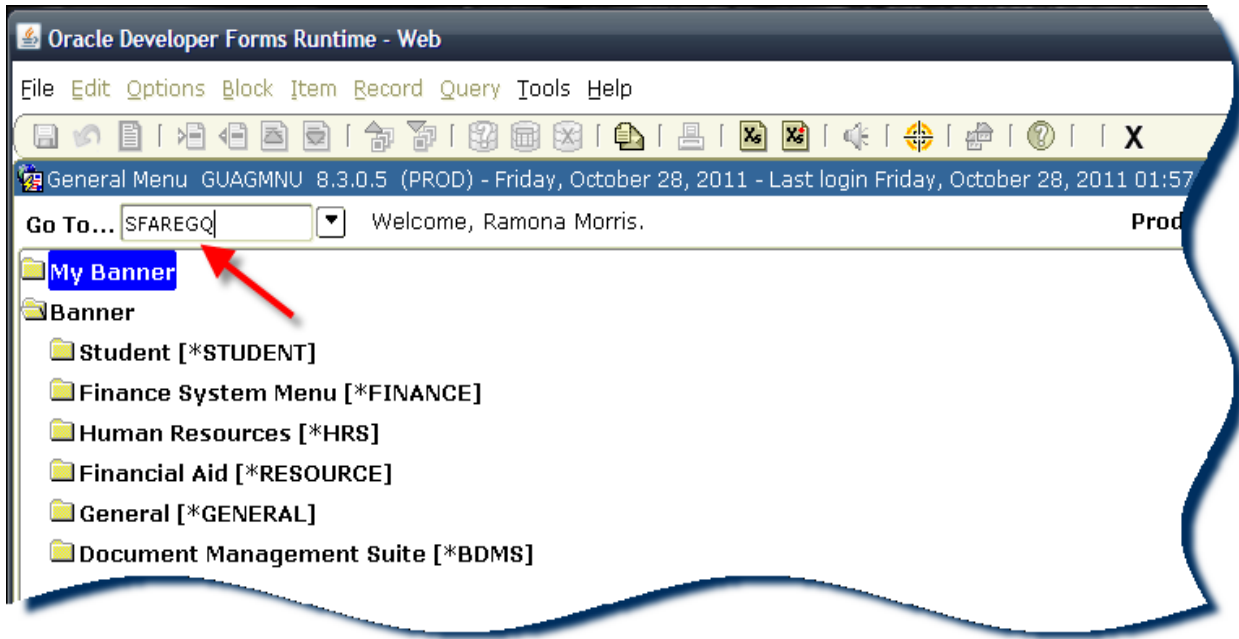


## Class Schedule Lookup Process

1. Log into Banner
2. In the "Go To..." box Enter in SFAREGQ; Press Enter key



3. Type in the Term code, press tab 3 times. Type in Student 900#.
  - a. Term Code = Year + semester code (30=Spring; 40=Summer; 50=Fall)
  - b. Student 900#
  - c. Do a Ctrl + Page Down



4. Shows details for each class that the student is enrolled for.
  - a. Look for “Total Credit Hours” at the bottom of the page
    - i. Undergraduate Students must be enrolled for 6 or more credit hours
    - ii. International Students must be enrolled for 12 or more credit hours
    - iii. Graduate Students taking less than five credit hours during the spring or fall semesters will be enrolled in the Student Employee Retirement Plan (SERP).

Oracle Developer Forms Runtime - Web: Open > SFAREGQ

File Edit Options Block Item Record Query Tools Help

Registration Query SFAREGQ 8.3M (PROD)

Term: 201150 Registration From Date: Registration To Date:

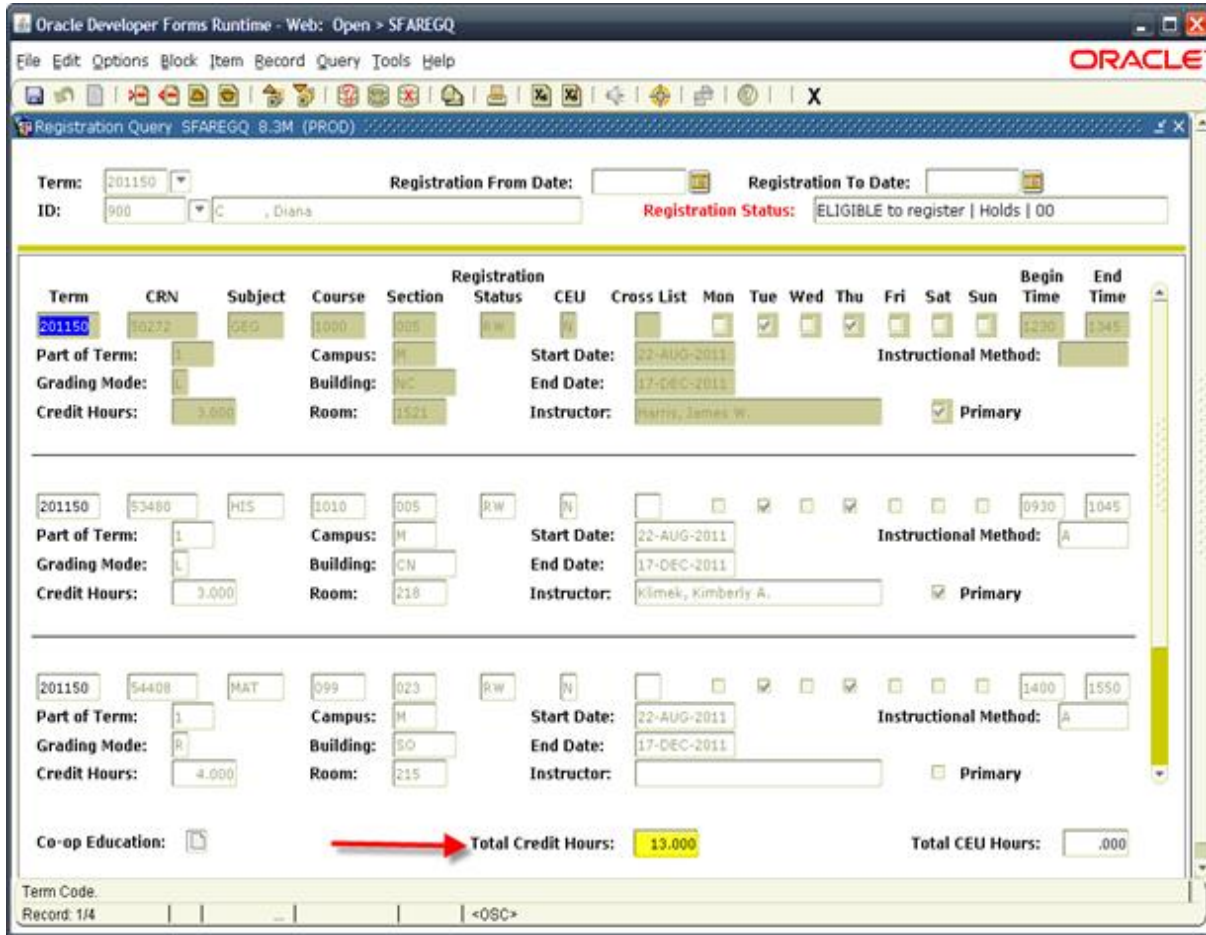
ID: 900 C , Diana Registration Status: ELIGIBLE to register | Holds | 00

Term	CRN	Subject	Course	Section	Registration Status	CEU	Cross List	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Begin Time	End Time
201150	50272	CEG	1000	005	RW	N			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0930	1045
Part of Term:		1	Campus:		M	Start Date:		22-AUG-2011		Instructional Method:						
Grading Mode:		L	Building:		CN	End Date:		17-DEC-2011								
Credit Hours:		3.000	Room:		1521	Instructor:		Batts, James W.		<input checked="" type="checkbox"/> Primary						
201150	53480	HIS	1010	005	RW	N			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0930	1045
Part of Term:		1	Campus:		M	Start Date:		22-AUG-2011		Instructional Method:						
Grading Mode:		L	Building:		CN	End Date:		17-DEC-2011								
Credit Hours:		3.000	Room:		218	Instructor:		Kimek, Kimberly A.		<input checked="" type="checkbox"/> Primary						
201150	54408	MAT	099	023	RW	N			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1400	1550
Part of Term:		1	Campus:		M	Start Date:		22-AUG-2011		Instructional Method:						
Grading Mode:		R	Building:		SO	End Date:		17-DEC-2011								
Credit Hours:		4.000	Room:		215	Instructor:				<input type="checkbox"/> Primary						

Co-op Education: **Total Credit Hours: 13.000** Total CEU Hours: .000

Term Code: Record: 1/4 <OSC>

- Print Screen to include with paperwork (Ctrl + Page Down if continues on multiple pages)



- Click the X to close screen

