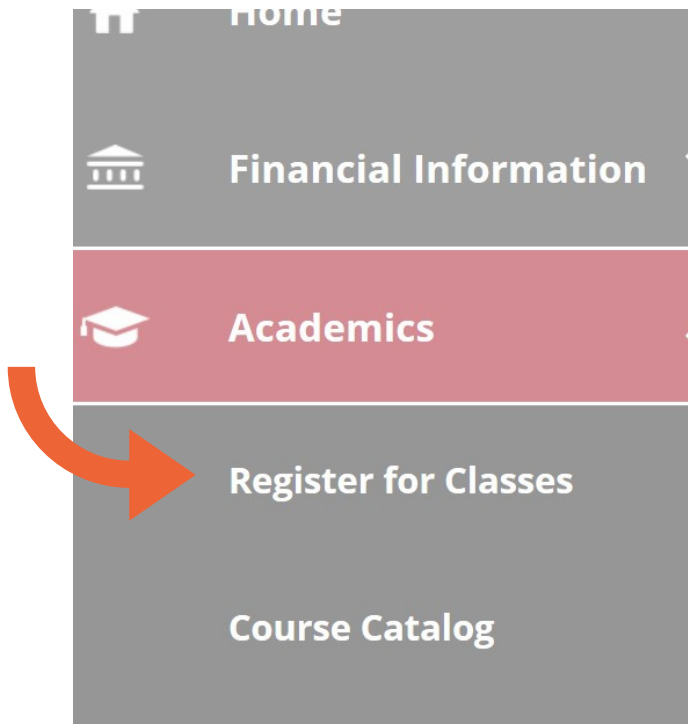


REGISTERING IN SELF SERVICE PART TWO



REGISTRATION

Students are assigned a day and time when they can process their registration for the upcoming semester.

You can go back into your saved preferred sections and process your registration on or after your assigned day/time. You can also update your schedule throughout the add/drop week.

Step 1: Go to kings.edu/mykings

Step 2: Select Webadvisor, then Log in

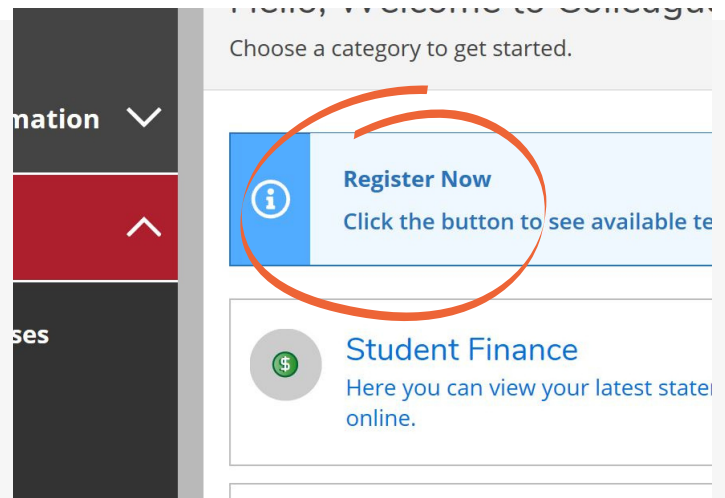
Step 3: Click Students Menu

Step 4: Select Course Catalog (self serve)

Step 5: In drop down menu to the left, select the graduation cap to open the academics menu (see image above).

Step 6: Select Register for Classes

**Note* If you see "register now" you can click there to get to your calendar!*



REGISTERING FROM YOUR CALENDAR

You can either register for all courses planned on your calendar at once (hitting blue register now above all courses)

[save to iCal](#) [Print](#) **Not Registered: 16 Credits** **Enrolled: 9 Credits** **Waitlisted: 0 Cred**

×

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am		CIS-110-A ×	PHIL-101-F PHIL-470-A ×	CIS-110-A ×	×	CIS-110-A ×	
10am		CIS-110-B ×		CIS-110-B ×	BIOL-314L- PHIL-101-F PHIL-470-A ×	CIS-110-B ×	
11am		ARTS-141-A	CJ-131-A ×	ARTS-141-A	CJ-131-A ×	ARTS-141-A	
12pm							
1pm		THEO-160-C		THEO-160-C		THEO-160-C	
2pm							

You can also hit register under each individual course, located on the left side of your calendar. Each course section includes "Meeting Information" so you can see how all available course times will work with your schedule. You can also add/drop from this section.

CIS-110-A: Intro Computer Applic Business

✓ **Not Registered**

Credits: 3 Credits
Grading: Graded
Instructor: Dr. Jayne A. Klenner
1/25/2021 to 5/14/2021
Seats Available: 21

✓ Meeting Information

Register

✓ View other sections

ARTS*141-A: Imaginative Writing

✓ **Registered**

Credits: 3 Credits
Grading: Graded
Instructor: Mrs. Jennifer J. Yonkoski
1/25/2021 to 5/14/2021

✓ Meeting Information

Drop

View other sections


1 of 1

ARTS-141-B Imaginative Writing
Seats Available: 5
Instructor: Rev. Anthony R. Grasso, C.S.C.
Time: TTh 9:30 AM - 10:45 AM
Dates: 1/25/2021 - 5/14/2021
Location: Hafey-Marian Hall 603 (Lecture)

	Sun	Mon	Tue
8am		ARTS-141-C	
9am		CIS-110-A ×	ARTS-141-B PHIL-101-F PHIL-470-A ×
10am		CIS-110-B ×	
11am		ARTS-141-A	CJ-131-A ×
12pm			
1pm		THEO-160-C	
2pm			
3pm			
4pm			
5pm			
6pm			

CONFIRMING & VIEWING YOUR SCHEDULE

After you hit register, you can view your schedule on the course calendar.



⚠	meet the allowed grades requirement.	
⚠	BIOL*314L*D - BIOL*314L*D conflicts with CJ*131*A.	×
⚠	BIOL*314L*D - BIOL*314L*D conflicts with PHIL*470*A.	×
⚠	BIOL*314L*D - BIOL*314L*D conflicts with PHIL*101*F.	×
⚠	PHIL*470*A - PHIL*470*A conflicts with PHIL*101*F.	×

The yellow message boxes will let you know if there is a conflict or if further permission is needed to successfully register for a course.

You can work with the registrar's office or your advisor to resolve any of these issues.

COURSES THAT APPEAR GREEN IN YOUR CALENDAR ARE CONFIRMED AND YOU ARE REGISTERED FOR THESE SECTIONS

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am		CIS-110-A ×	PHIL-101-F PHIL-470-A ×	CIS-110-A ×	×	CIS-110-A ×	
10am		CIS-110-B ×	PHIL-101-F PHIL-470-A ×	CIS-110-B ×	BIOL-314L- PHIL-101-F PHIL-470-A ×	CIS-110-B ×	
11am		ARTS-141-A	CJ-131-A ×	ARTS-141-A	×	CJ-131-A ×	ARTS-141-A
12pm							
1pm		THEO-160-C		THEO-160-C		THEO-160-C	
2pm							

COURSES THAT APPEAR YELLOW OR RED IN YOUR CALENDAR HAVE NOT BEEN REGISTERED!

***YELLOW COURSES ARE NOT REGISTERED YET (YOU MUST HIT REGISTER).
RED COURSES HAVE CONFLICTS.***